



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

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MEMORANDUM TO:

Chief Education Supervisors, SGOD and CID
Elementary and Secondary School Principals
Officers-in-Charge
Public and Private Schools

DIVISION OF CITY SCHOOLS
MARIKINA

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EXECUTIVE ORDER NO. 16 SERIES OF 2018
COMMITTEE ASSIGNMENTS FOR THE LAST QUARTER ACTIVITIES OF THE
CITY GOVERNMENT OF MARIKINA IN 2018

Attached is Executive Order No. 16 series of 2018 signed by Hon. Marcelino R. Teodoro, City Mayor, Marikina City dated October 4, 2018 re: **Committee Assignments for the Last Quarter Activities of the City Government of Marikina in 2018**, content of which is self-explanatory, for information and guidance.

Particular attention is invited to Section 1 of said Order concerning the assignment of DepEd-Marikina City.

Immediate and Wide dissemination of this Memorandum is desired.


JOEL T. TORRECAMPO
Officer-In-Charge
Office of the Schools Division Superintendent



Republic of the Philippines
CITY OF MARIKINA

Office of the Mayor

EXECUTIVE ORDER NO. 16
Series of 2018

DIVISION OF CITY SCHOOL
MARIKINA



COMMITTEE ASSIGNMENTS FOR THE LAST QUARTER ACTIVITIES OF THE CITY GOVERNMENT OF MARIKINA IN 2018

WHEREAS, the City Government of Marikina will be holding various activities for the last quarter of 2018;

WHEREAS, these activities are considered yearly tradition for Marikeno allowing city officials and employees, as well as the constituents the opportunity to participate;

WHEREAS, to assure the success of all the activities, there is a necessity for advance planning and preparations by qualified and competent individuals;

NOW THEREFORE, I, **Mayor Marcelino R. Teodoro** of the City of Marikina, by virtue of the powers vested in me by law, do hereby order:

Section 1. Composition. The last quarter activities of the City Government of Marikina is hereby reconstituted to be composed of the following committees to be headed by:

Chairperson: Mayor Marcelino R. Teodoro
City Events Officer In-charge: Wilhelmina Mariano

Committees:

- Sapatos Festival – Noel Box, OIC, MASIDO
- Cityhood Anniversary – DEPED / ABC
- Christmas Festival – Poncianito Santos, OIC, Tourism
- Employees' Christmas Party – Janet Obispo, Chief, Personnel
- Rizal Day – Poncianito Santos, OIC, Tourism
- Year-End Concert – Dr. Angelito Llabres, Administrator, Marikina Sports Center

Section 2. Functions. The Committees shall have the following functions:

1. Convene and pool vital resources in the formulation and implementation of the activities for each celebration or commemoration;
2. Supervise aspects of security, public order & safety, health and sanitation, cleanliness, emergency response and disaster preparedness operations when necessary;
3. Establish comprehensive traffic plans and management in activities that will require such;
4. Cause the mobilization and deployment of law enforcers, barangay tanods, bantay-bayan, and medical personnel in activities and areas necessary;
5. Coordinate and collaborate with offices and agencies involved in the implementation of specific activities;
6. Implement plans and programs necessary for the success of specific activities and events;

7. Maintain cleanliness and orderliness of the event place/s during and after each event;
8. Implement other necessary measures and crease committees as it may deem necessary to carry out the objectives of this Executive Order.

Section 3. This Executive Order shall be effective immediately.

Issued in the City of Marikina this OCT 4 2018.


MARCELINO R. TEODORO
City Mayor