



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

**MEMORANDUM**

**TO :** The Resident Manager  
Gardens of Malasag Eco-Tourism Village

**FROM :** The Assistant Chief Operating Officer  
Assets Management Sector

**SUBJECT :** AUTHORITY TO DISBURSE

**DATE :** May 27, 2021

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You are authorized to disburse from your Operating Fund the amount of **TWENTY FIVE THOUSAND PESOS ONLY (P25,000.00)** representing FY 2020 Productivity Enhancement Incentive of Gardens of Malasag Eco-Tourism Village employees.

**JETRO NICOLAS F. LOZADA**



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

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**MEMO FOR :**   **The Manager**  
Operations Department

**FROM :**       **The Manager**  
Human Resource Services Division

**SUBJECT :**     **FY 2020 Productivity Enhancement Incentive**

**DATE :**        **May 27, 2021**

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Forwarding herewith the attached payroll of five (5) regular employees of **Gardens of Malasag Eco-Tourism Village**, in the amount of **₱25,000.00**, duly verified and found in order.

*J. Soriano*  
**JOSEFINA U. SORIANO**

@tezi/payroll-doc  
memo/CPEE-transmittal



REPUBLIC OF THE PHILIPPINES  
TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY  
MAKATI

PRODUCTIVITY ENHANCEMENT INCENTIVE PAYROLL (PEI) FOR THE FISCAL YEAR <sup>2020</sup>2019

Basis for payment/Guidelines

BANAUE HOTEL AND YOUTH HOSTEL

Banaue, Ifugao

LESS:

LAST NAME	FIRST NAME	P.E.I.	GROSS		NET AMOUNT		REMARKS	SIGNATURE
			A/Rs/Others	DUE				
1 ABUL	SHERIDAN CLAIRE	P	5,000.00	-	P	5,000.00	1	
2 DULNUAN	GINA ARACEILI	P	5,000.00	-	P	5,000.00	2	
3 GULANGAN	ELLEONOR		5,000.00	-		5,000.00	3	
4 MENIA	RENATO		5,000.00	-		5,000.00	4	
★ 5 PIOG	HENRY — Voucher		5,000.00	-		5,000.00	5	
6 TUNDAGUI	VIVIAN		5,000.00	-		5,000.00	6	
GRAND TOTAL > > > > > >			P (30,000.00)	-	P	30,000.00		
			25,000.-			25,000.-		

I CERTIFY on my Official Oath that the above payroll  
is correct and that the services have been duly  
rendered as stated

  
MARLON S. PRIETO  
Resident Manager

APPROVED payable form appropriation for  
Banaue Hotel & Youth Hostel.

  
SHERIDAN CLAIRE M. ABUL  
Sr. Corp Account Analyst

I CERTIFY on my Official Oath that I have paid each employee  
whose name appears on the above payroll the amount set  
opposite his name, he or she presented his/her  
resident certificate.

  
VIVIAN G. TUNDAGUI  
Cashier C

I CERTIFY on my official oath that I have  
witnessed payment to each employee  
whose name appears hereon of the  
opposite his / her name

  
GINA ARACEILI DULNUAN  
Cashier C

\* Compulsory Retirement COBH January 30, 2021