




**TOURISM
INFRASTRUCTURE AND
ENTERPRISE
ZONE
AUTHORITY**

6th & 7th Floors, Tower 1
DoubleDragon Plaza
DD Meridian Park
Macapagal Avenue corner
EDSA Extension
1302 Bay Area, Pasay City

(+632) 8249-5900 loc 625
admins@tieza.gov.ph
www.tieza.gov.ph

MEMORANDUM

FOR : THE OFFICE OF THE CHIEF OPERATING OFFICER
ALL ASSISTANT CHIEF OPERATING OFFICERS
ALL DEPARTMENT MANAGERS/OFFICE HEADS
ALL DIVISION MANAGERS

FROM : 
THE MANAGER
Administrative Services Department

SUBJECT : COVID-19 VACCINE SURVEY

DATE : 11 JANUARY 2021

For reference purposes, may we have a list of personnel in your respective offices who are interested to be vaccinated with the COVID-19 vaccine this year.

Kindly email the list to the ADSD's email address: admins@tieza.gov.ph on or before Friday, 15 January 2021.

For your information and appropriate action.

