



**TOURISM
INFRASTRUCTURE AND
ENTERPRISE
ZONE
AUTHORITY**

6th & 7th Floors, Tower 1
Double Dragon Plaza
Double Dragon Meridian Park
Macapagal Avenue corner
Edsa Extension Bay Area
Pasay City 1308

 (+632) 512-0485
 traveltax@tieza.gov.ph
 www.tieza.gov.ph

MEMORANDUM

FOR : **ATTY. KAREN MAE G. SARINAS-BAYDO**
ACOO, TEZ Management Sector

FROM : **HERNANDO A. ENAL**
Manager, TEZ Assistance and Monitoring Department

SUBJECT : **Endorsement of Request for Termination of Contract of
Engr. Giovanni A. Rullan**

DATE : **28 January 2021**

This pertains to the Contract of Service of **Engr. Giovanni A. Rullan**, assigned to TEZ Assistance and Monitoring Department (TAMD) as Technical Consultant.

Engr. Rullan has faithfully and successfully completed the tasks and projects assigned to him and has submitted such to the TAMD Manager last 21 January 2021. In this regard, we respectfully request your endorsement of the request to terminate his Contract of Service covering the period 01 January to 30 March 2021 be terminated effective 22 January 2021.

Attached is draft of the request for termination.




For your consideration.

Thank you.



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MEMORANDUM

FOR : **MR. MARK T. LAPID**
Chief Operating Officer

FROM : **ATTY. KAREN MAE G. SARINAS-BAYDO**
ACOO, TEZ Management Sector

SUBJECT : **Termination of Contract of Engr. Giovanni A. Rullan**

DATE : **28 January 2021**

This pertains to the Contract of Service of **Engr. Giovanni A. Rullan**, assigned to TEZ Assistance and Monitoring Department (TAMD) as Technical Consultant.

Engr. Rullan has faithfully and successfully completed the tasks and projects assigned to him and has submitted such to the TAMD Manager last 21 January 2021. In this regard, we respectfully request that his Contract of Service covering the period 01 January to 30 March 2021 be terminated effective 22 January 2021.

For your consideration.

Thank you.

Approved / Disapproved.

MARK T. LAPID
Chief Operating Officer



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7th Floor, Tower 1
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1302 Pasay City


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 tez-secretariat@tieza.gov.ph
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Accomplishment Report

January 1-21, 2021

1. Reviewed,/ Deliberated and scored the following projects;
 - Aton Land and Magikland
 - Amigo-Citadines
2. Reviewed the working paper of BNITE TEZ in preparation for the deliberation and evaluation.
3. Researched and reviewed the CTMP of SVFTEZ in relation to the water and sewer System for the project

Prepared by:


Giovanni A. Rullan
Consultant Engineer

Noted by:


Hernando A. Enal
Manager
TEZ Assistance and Monitoring Department



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TIME RECORD
(For Officer Only)

I hereby certify that I have rendered services regularly for the month of
1-21 January 2021 except on the following dates indicated:

CHARGEABLE AGAINST

DATE	SICK LEAVE	VACATION LEAVE
X	X	X
X	X	X
X	X	X

Giovanni A. Rullan
(Name and Signature)

Consultant Engineer
(Designation)

Noted:

Hernando A. Enal
Manager, TEZ Assistance and Monitoring Department

This form should be submitted within three (3) days of the succeeding month.

cc: Department File
Employee