



**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 1302

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**OFFICE ORDER**


No. 077-2020

In the exigency of the service, Assistant Chief Operating Officer (ACOO) **Atty. JOY M. BULAUTAN**, of the Administration and Finance Sector, is hereby designated as Officer-in-Charge (OIC) of the Tourism Infrastructure and Enterprise Zone Authority (TIEZA) on October 21, 2020 – November 20, 2020, in view of the undersigned's official leave. The designation shall be effective for said dates only.

As such, **ACOO Bulautan** shall perform and discharge the duties and responsibilities of the Chief Operating Officer, except on matters concerning the following:

1. Hiring and termination of Employees, except for the hiring of emergency employees;
2. Transfer of Employees between offices/departments; and
3. Cancellation of Existing Infrastructure Projects.

All documents requiring the signature of the undersigned shall first be coursed through the Office of the Chief Operating Officer (OCOO) for proper control and prior endorsement to the ACOO for AFS.

  
**POCHOLO D. PARAGAS**  
*Chief Operating Officer*

19 October 2020

