

## Republic of the Philippines Tourism Infrastructure and Enterprise Zone Authority BALICASAG ISLAND DIVE RESORT



## MEMORANDUM

FOR : JETRO NICOLAS F. LOZADA

Asst. Chief Operating Officer Assets Management Sector

THRU : ATTY. MA. TERESA C. ALVAREZ

Manager

Operations Department

FROM: ELLEONOR G. GULANGAN

Officer-In-Charge

Balicasag Island Dive Resort

DATE : 26 May 2021

SUBJECT : SCUBASURERO Activity

The Month of the Ocean is celebrated annually in the Philippines during the month of May. This was by virtue of Presidential Decree No. 57, s. 1998. During this month, everyone is encouraged to conduct of activities that highlight conservation, protection and sustainable management of Philippine coastal and ocean resources.

In view thereof, the resort is planning on conducting a SCUBASURERO activity on 28 May, 2021, Friday, at 10:00 in the morning. To make this a collaborative effort, we plan to invite licensed Dive Masters here in the island. In addition, for employees who are not dive masters, they are to pick-up trash on the beach around the island.

After the activities, snacks will be served. May we request said snacks be charged to the BuDD budget?

Php150.00/ snack \* 30pax (estimated number of participants) = Php 4,500.00

All safety protocols shall be observed – physical distancing, temperatures will be checked, hand sanitizers are available in the resort as well as hand washing area, and facemasks shall be worn at all times. We will assign at least three employees to ensure such protocols are observed during the conduct of the activity.

The event will be documented and pictures with report on the activity will be sent.

For your approval, sir.

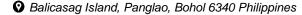
ELLEONOR GUM

Recommending Approval:

ATTY. MA. TERESA C. ALVAREZ Manager, Operations Department MA. EVELYNE A. FRANCISCO Manager, Business Development Department

Approved/ Disapproved:

JETRO NICOLAS F. LOZADA Asst. Chief Operating Officer Assets Management Sector



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