



**TOURISM
INFRASTRUCTURE AND
ENTERPRISE
ZONE
AUTHORITY**

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Memorandum

For : All Sector Heads/ Department Managers / Officers-in-Charge
From : Management Information Systems Department
Subject : Budget Management Monitoring System (BMMS)
Date : 11 November 2020

Relative to the implementation of the enhanced Budget Management Monitoring System, new updates and patches will be uploaded on November 16, 2020 (Monday).

To provide online and onsite technical assistance to your staff, may we request for an updated list of budget officer and alternate personnel who will use the system. Kindly return to us the reply slip on or before the 16th of November 2020.

Likewise, all authorized users are requested to encode the 2021 and 2022 budget of your department in the updated system to utilize its features and functionalities.

Thank you for your usual cooperation.

Raquel S. Dela Cruz
RAQUEL S. DELA CRUZ
Manager

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REPLY SLIP			
Old ID No.	New ID No.	Employee Name	Designation
0916	1997-0029-P	Ma. Zenaida R. Quiñahan	Division Manager
0911	2015-0152-P	Benrard T. Fajardo	Marketing Analyst
2001	2015-0024-P	Emmanuel Luis V. Bayani	Business Development Analyst

Ma. Evelyn A. Francisco
Ma. Evelyn A. Francisco
Signature over Printed Name
Head of Office

16 November 2020
Date

TIEZAWORKS

MISD FORSTRAND LEBACU
11/14/2020