



**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

8249-5900 loc. 611  
gsd@tieza.gov.ph  
www.tieza.gov.ph

**MEMORANDUM**

FOR : **All Sector/Department/Office Heads**

FROM : **The Manager**  
General Services Division

SUBJECT : **GATE PASS AND WORK PERMIT**

DATE : December 22, 2020

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Please be informed that processing and approval of the above subject shall be accommodated until 23 December 2020 at 12NN only, per advisory of Double Dragon Property Management Office.

Please be guided accordingly. Thank you.

  
ANA RUTH L. MATEO