



Office of the Municipal Mayor

MEMORANDUM
No. 04 Series of 2020 (Covid19)

To: **ALL PUNONG BARANGAYS**
Date: April 07, 2020
From: MAYOR JAIME V. CAPIL
Re: Barangay Aid for the Set-up of Bayanihan Community Kitchen

In view of the extended enhanced community quarantine being implemented by the national government and the declaration of State of National Calamity, this office would like to reiterate that all barangays are mandated to set-up their community kitchen to service our indigent constituents.

In support, we will be providing you with the following:

- One Hundred Thousand Pesos (Php 100,000.00) – subject to auditing laws, rules and regulations
- One Thousand Pesos (Php 1,000.00) Daily Allowance for the cook & helpers
- Thirty (30) sacks/cavans rice (25 kilos)
- Technical assistance

In return, please provide us a letter of your intention to set-up community kitchen and avail the assistance from the LGU. In the event that you will disregard this memorandum, we would like to inform you that we will tap instead Civil Society Organizations (CSOs) to help us perform this worthwhile endeavor.

We expect your full cooperation on this matter. Please coordinate immediately to MDRRM office two (2) days upon receipt of this memo. Lastly, please be reminded to strictly observe social distancing at all times.


JAIME V. CAPIL
Municipal Mayor