



MEMORANDUM

TO : GODOFREDO R. MALDONADO
Chief, Procurement Management Division

FROM : THE DIRECTOR
Office of Tourism Standards and Regulation

SUBJECT : REQUEST FOR CHANGE OF FLIGHT SCHEDULE

DATE : FEBRUARY 28, 2024

FOR PROCESSING

OK

In line with the request of the OTSR-SDD for the procurement of airline tickets relative to the participation of Ms. Marissa Victoria C. Claustro to the ASEAN Tourism Committee Meetings in Kuching, Sarawak, Malaysia on March 3 - 6, 2024, we would like to request for change of flight schedule for the said travel:

Requirements:

Manila - Kuching
04 March 2024

Preferred Time
Morning onwards

Kuching - Manila
06 March 2024

Morning onwards

For your kind consideration.

Thank you.

for
Virgilio M. Maguigad
VIRGILIO M. MAGUIGAD, EnP
29 Feb

