



Republic of the Philippines
Tourism Infrastructure & Enterprise Zone Authority
MAKATI CITY

MEMORANDUM

FOR : The Acting Chief Operating Officer

THRU : The ACOO for Administration and Finance

FROM : The Manager, Administrative Services Department

SUBJECT : Emergency Response Group (ERG) Rescue Trainings

DATE : 03 November 2015

Request your approval for the conduct of the following rescue training activities for TIEZA's-ERG Volunteers:

Activities	Tentative Schedule/Batch	Venue	Target No. of Participants	Budget
Basic Mountaineering and High Angle Rescue Training	November 5-6, 2015 November 12-13, 2015	Tanay Adventure Camp	30 pax/batch x 2 batches	120,000.00
Water Survival and Rescue	November 26-27, 2015	-do-	30 pax	75,000.00
Jeepney Rental to Lake				1,200.00
Vehicle Rental				92,000.00
TOTAL				288,200.00

The total amount involved is P288,200.00 chargeable against the ERG budget.


ROSANNA M. OLGADO

Funds Available:


RODOLFO E. ANCHETA
Manager, Financial Services Department

Recommending Approval:


FIDEL M. ARCENAS
ACOO for Administration and Finance

Approved:


GUILLER B. ASIDO
Acting Chief Operating Officer





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Acting Chief Operating Officer

Training ₱288,200-



ERG Rescue Training

Estimated Budget Breakdown

PACKAGE COST

Basic Mountaineering and High Angle Rescue Training <i>(Inclusive of accommodation and meals)</i>	120,000.00
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30 pax x 2,000/pax x 2 batches

Water Survival and Rescue <i>(Inclusive of accommodations and meals)</i>	75,000.00
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30 pax x 2,500/pax =

Jeepney Rental	1,200.00
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Vehicle Rental (TIEZA, Makati to Tanay and vice versa)	92,000.00
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November 5-6, 2015 (Rental for two (2) Vans @ 11,500 each)
November 12-13, 2015 (Rental for three (3) Vans @ 11,500 each)
November 26-27, 2015 (Rental for three(3) Vans @ 11,500.00 each)

Total Amount	288,200.00
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