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Republic of the Philippines  
Department of Finance  
**Bureau of Customs**  
1099 Manila

**Internal Admin. Group**  
Received by: VICKY REYES  
Date: 11/27/14  
Time: 8:00

November 26, 2014

**MEMORANDUM**

**FOR : ALL DEPUTY COMMISSIONERS  
CHIEF OF STAFF, Office of the Commissioner  
The DISTRICT COLLECTORS - NAIA, MICP, POM  
The Designated Administrative Officers  
All Others Concerned**

**FROM : The Deputy Commissioner, Internal Administration Group**

**SUBJECT : New Janitorial and Manpower Service Provider**

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- 1.0 This is to inform you that the Commissioner has approved the Contract for Janitorial and Manpower Services with **LBP Service Corporation** effective 01 December 2014 to 31 December 2015.
- 2.0 The official turn-over of janitorial attendants of ALERT General Services Corporation to LBP Service Corporation will be on 29 November 2014 (Saturday).
- 3.0 LBP Service Corporation will coordinate with the following key personnel in the different project sites:
  - a. Atty. Kriden Balgomera - NAIA
  - b. Judith Barrameda - MICP
  - c. Maria Victoria Nartea - POM
  - d. Director Dimpna Lejos - OCOM
- 4.0 For information and guidance.

  
**ARTURO M. LACHICA, CESO II**