

Republic of the Philippines City Government of General Santos Office of the City Mayor - Integrated Barangay Affairs cmoibagensan@gmail.com



PROCESS DOCUMENTATIONS

1. Content		
Title of Activity		
Date		
Duration of the activity		
Venue		
Participants		
2. Background/Activity Description		
3. Highlights		
Photos:		
SUGGESTIONS/RECOMMENDATIONS:		
4. Approval		
Prepared by:	Recommended for Approval:	Approved by:
[Name]	[Name]	[Name]
(Position)	(Position)	(Position)
Date	Date	Date

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