



## MEMORANDUM

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<b>To</b>	<b>: RCBC Plaza Tenants</b>	<b>Date</b>	<b>: April 12, 2017</b>
<b>From</b>	<b>: Property Management Office</b>	<b>Ref #</b>	<b>: HK-AUP0088</b>
<b>Subject</b>	<b>: Pest Control Schedule – April 2017</b>		

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Please see below, for your reference, schedule of common area pest control treatment for the month of **April 2017** to be conducted by our pest control service provider, Bio-tech Environmental Service Phils., Incorporated:

Please be reminded that all tenants of the building are required to obtain the services of Bio-Tech for their leased areas' pest control treatment. Office tenants should have a monthly pest control service, while retail tenants are required to have their stores treated at least twice a month.

**Contact information of Bio-Tech:**

For pest control schedule:

Ms. Lyn Renido or Ms. Rennaeth Mata

Tel. No.: 638-2566 local 1115

Email: [lyn.renido@biotechphils.com](mailto:lyn.renido@biotechphils.com)

For contracts and renewals:

Ms. Dulce Etcubañas

Tel. No.: 638-2566 local 107

Email: [dulce.etcubanas@biotechphils.com](mailto:dulce.etcubanas@biotechphils.com).

For your guidance and compliance.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Maria Aurora Palacio".

**MARIA AURORA PALACIO**

Executive Housekeeper

**Cc:** *Tenant Relations, Engineering, Security, Parking and Housekeeping Departments  
Mr. Tony Binwek – Operations Manager, Bio-tech Environmental Services Philippines Inc.*



**Yuchengco Tower**

DATE	AREAS	TIME
April 22, 2017	39 <sup>th</sup> Floor 29 <sup>th</sup> Floor down to 24 <sup>th</sup> Floor 22 <sup>nd</sup> Floor 20 <sup>th</sup> Floor down to 19 <sup>th</sup> Floor 17 <sup>th</sup> Floor 24 <sup>th</sup> Floor PMO Office Yuchengco Museum Podium 4 Yuchengco Chapel Basement 2( Security Locker, Wet/Dry Garbage Room and Eng'g Office/Locker Room) Lobby 1 and 2 Basement 1 to 7 <b>All Service Vestibule Area of T1</b> <b>All utility rooms (EE, Telephone &amp; AHU)</b>	7:00 p.m. - 7:30 p.m. 7:30 p.m. – 8:30 p.m. 8:30 p.m. – 9:00 p.m. 9:00 p.m. – 9:30p.m. 9:30p.m.– 10:00p.m. 10:00p.m.–11:30p.m.  7:00 p.m. - 11:30p.m.

**Tower II**

DATE	AREAS	TIME
April 15, 2017	18 <sup>th</sup> Floor down to 15 <sup>th</sup> Floor 10 <sup>th</sup> Floor down to 9 <sup>th</sup> Floor Podium 3 and 4 Podium 3 (PMO ADHOC Office, Housekeeping Office and Security Office ) Housekeeping Storage 1 and 2 Lobby 1 and 2 Basement 1 <b>All Service Vestibule Area of T2</b> <b>All utility rooms (EE, Telephone &amp; AHU)</b>	7:00 p.m. –8:00 p.m. 8:00 p.m. - 8:30 p.m. 8:30p.m.–11:30p.m.  7:00 p.m. - 11:30p.m
April 29, 2017	18 <sup>th</sup> Floor down to 15 <sup>th</sup> Floor 10 <sup>th</sup> Floor down to 9 <sup>th</sup> Floor Podium 3 and 4 Podium 3 (PMO ADHOC Office, Security Office, Housekeeping Office/Locker and Shooters Female Locker ) Housekeeping Storage 1 and 2 Lobby 1 and 2 Basement 1 <b>All Service Vestibule Area of T2</b> <b>All utility rooms (EE, telephone &amp; AHU)</b>	7:00 p.m. –8:00 p.m. 8:00 p.m. - 8:30 p.m. 11:00p.m.–11:30p.m. 11:30p.m.–12:00p.m.  7:00 p.m. - 11:30p.m