



**OFFICE OF THE GOVERNOR
AMERICAN SAMOA GOVERNMENT**

October 27, 2022

GENERAL MEMORANDUM NO. 199 – 22

To: Secretary of Samoan Affairs, CEOs, Presidents and Executive Directors of Authorities, Directors, Agency and Office Heads

From: Acting Chief of Staff

Subject: Territorial Administration on Aging (TAOA) Christmas Program Gifts

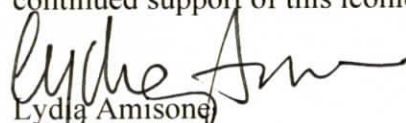
One of the most impactful initiatives from the previous year in which the Governor and Lieutenant Governor would like to continue is the gifts presentation to our elderly citizens during the annual Territorial Administration on Aging Christmas Program. Our senior citizens are grateful for the outpouring of gifts and they look forward to this event every year.

We are now once again in the process of planning this important event. In ensuring that this year's Senior Citizen's Christmas Program is memorable, each authority, department, and agency is asked to join this festive event by assisting with the gifts for our elderly citizens. Please refer to the enclosed document for the details and specifications of Christmas presents that will be gifted to all the Senior Citizens who will attend this event.

The Senior Citizen Christmas program is scheduled to be held on **Friday, December 2, 2022, 7:30 a.m. at the DWYA Center in Tafuna**. Please drop off your assigned number of gift baskets at the DWYA Center in Tafuna no later than **3:00 p.m. on Friday, November 18, 2022**.

This year's Christmas Gift baskets will be standardized, and we ask that all gift baskets are prepackaged and adhere to the attached standardized list so that all of our gift recipients have a positive experience with this program.

All Directors are also asked to provide one special gift basket. Thank you very much for your continued support of this iconic annual event.


Lydia Amisone
Acting Chief of Staff

Please ensure that each gift basket contains all of the following items:

Item	Description	Count
Q-Tip Cotton Swab	450 ct	1
2 in 1 Shampoo & Conditioner	12.6 fl oz	1
Moisturizing Lotion	18 fl oz	1
Tooth Paste Tube	6.0 oz	1
Tooth Brush	Single brush	1
Listerine Mouthwash	8.5 fl oz	1
Bar of Soap	4 oz	3
Hand Soap	7.5 fl oz	1
Hand Sanitizer	8 fl oz	1
Wash Cloths	3-6 pack	1
Towel	large	1
Throw Blanket	large	1

Please ensure that all gift baskets are prepackaged before drop-off.

