

Republic of the Philippines
NATIONAL EDUCATION ADMINISTRATION
Manila City

MC : 48 s. 1967

MEMORANDUM FOR THE DIRECTOR

TO : ALL NATIONAL EDUCATION OFFICERS,
PROVINCIAL EDUCATION OFFICERS,
EDUCATION SUPERINTENDENTS AND
OFFICIALS-IN-CHARGE

SUBJECT : Re-Dating List of NIA Accountable
Officials and Employees

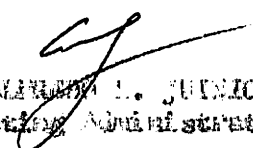
You are hereby directed to submit to this Office, ATTENTION:
The Budget Officer, not later than August 31, 1967 the present
list of all accountable officials and employees of the NIA.

You should also include the following information in tabu-
lated form:

- (1) Official designation as appearing in his/her approved
appointment and office designation as accountable
official or employee in addition to his/her actual
duties;
- (2) Name of official or employee designated as such;
- (3) Maximum accountability as Disbursing and/or Collecting
Officer;
- (4) Approved amount of bond; and
- (5) Risk Rating assigned by the Bureau of the Treasury.

Based on the above information, please indicate in your list
inactive bonded accountable officials and employees under your
respective offices, for cancellation of their bond and to enable
this Office to adjust the amount of fidelity bond premiums being
paid to the Bureau of the Treasury.

Strict compliance herewith is enjoined.


ALFRIDO L. JUNIO
Acting Administrator

August 14, 1967

WOM/sbq

Copy furnished:

ALL CONCERNED
Administrator
Assistant Administrator
Personnel Staff File
Records Division File
Administrative Officer (for memorandum)