

Republika ng Pilipinas  
PAMBANSANG PANGASIWAAN NG FATUBIG  
(National Irrigation Administration)  
Lungsod ng Quezon

MC # 74, s. 1972

MEMORANDUM CIRCULAR

TO : TO ALL REGIONAL, PROVINCIAL AND IRRIGATION  
ENGINEERS; IRRIGATION SUPERINTENDENTS AND/  
OR OFFICERS-IN-CHARGE OF SYSTEMS AND OTHERS  
CONCERNED  
National Irrigation Administration

SUBJECT : setting Up A Library Service In the field  
or Regional Offices

Attached for your information, reference, and guidance is a set of library rules and regulations which are believed useful as guidelines for setting up and establishing some library service in your respective offices, utilizing existing personnel.

It is hereby informed that a library service will further enhance any attempts designed to improve the attitudes, skills, and knowledges of employees as their tools for efficient service. It is therefore directed that books, magazines and other reference materials of such nature as may serve the needs of employees in the performance of their functions be collected, preserved and made available to them either for group training or self-improvement purposes.

Compliance is enjoined.

  
ALFREDO L. JUINIO  
Administrator

November 9, 1972

MCB:prl