

Republika ng Pilipinas
PAMBANANG PANGASIWAAN NG MATUBIG
Lungsod ng Quezon

HC # 67, 5, 1973

MEMORANDUM CIRCULAR

TO : ALL HEADS OF DEPARTMENTS/STAFFS, CENTRAL
OFFICE; AND ALL REGIONAL IRRIGATION
ENGINEERS
This Agency

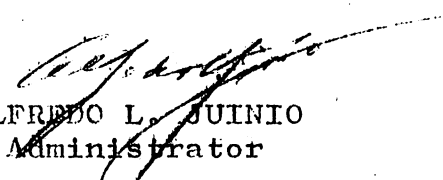
SUBJECT : Submission of PDF's to support the
Staffing Pattern

You are hereby directed to prepare the position descriptions of all proposed new positions (Except Methods Engineer and Irrigation Technician) in your respective Departments/Staffs/Regions and existing positions which have either been upgraded or downgraded by WAPCO and submit them in bunch to the Chief, Personnel Division, not later than September 7, 1973.

The position descriptions which will be reviewed jointly by the Personnel Division and the Management Staff will be submitted to the WAPCO to support our request for final classification in accordance with our proposals in the Staffing Pattern.

The Staffing Pattern will be your reference as to proposed new positions and upgraded positions. The list of downgraded positions are attached hereto.

For compliance.


ALFREDO L. JUINIO
Administrator

August 22, 1973
APC/10