

Republika ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(National Irrigation Administration)
(Tanggapan ng Tagapangasiwa)
Lungsod ng Quezon

MC # 28, S. 77

MEMORANDUM CIRCULAR

T O : REGIONAL IRRIGATION DIRECTORS; HEADS OF SPECIAL PROJECTS;
PROVINCIAL AND PROJECT IRRIGATION ENGINEERS; IRRIGATION
SUPERINTENDENTS/OFFICERS-IN-CHARGE OF SYSTEMS; CHIEF COR-
PORATE ACCOUNTANT AND REGIONAL/PROJECT ACCOUNTANTS; COR-
PORATE AUDITOR AND REGIONAL/PROJECT AUDITORS; CASHIERS;
DEPUTIZED DISBURSING OFFICERS AND COLLECTING OFFICERS
AND OTHERS CONCERNED
National Irrigation Administration

SUBJECT : Guidelines in Transmission of Radio Messages

In the interest of the service and in order to avoid sending unofficial or personal messages from the NIA Central Office and Office of the Special Projects to regional and field offices and vice versa, effective immediately, only message or messages that are complying with the following guidelines shall be approved for transmission:

1. Radio messages shall be in writing and must be accomplished in the official form in accordance with the attached format.
2. All radio messages shall be coursed through the Radio Supervisor and only those that are official in nature shall be transmitted.

Strict compliance hereon is enjoined.

(SGD.) ALFREDO L. JUINIO
Administrator

June 10, 1977

National Irrigation Administration
OFFICE OF THE SPECIAL PROJECTS
Radio Communications Network
Quezon City

R E C E I V E D

NO. _____ FROM: _____ FILED: _____ DATE: _____