

PAMBANSANG PANGASIWAAN NG PATUBIG  
(National Irrigation Administration)  
Lungsod ng Quezon

MC No. 30, s. 1982

MEMORANDUM CIRCULAR

TO : The Assistant Administrators/Department Heads/  
Regional Irrigation Directors/Heads of Foreign-  
Loan Assisted Projects/Irrigation Superintendents/  
PIE's/Project Engineers/and all others Concerned

SUBJECT : ILLEGAL SOLICITATIONS

This is to alert you on the existence of a seemingly well-organized syndicate soliciting funds from government officials, purportedly for civic projects. The said syndicate usually requests for contributions in the name of a legitimate government office authorized for the same. Various reports received indicate a pattern utilized by the syndicate which is described in detail in attached inclosure.

In the wake of these reports, you are advised to immediately inform your office secretaries, switchboard operators in the Central Office and security guards of the existence of the syndicate and its modus operandi. In case a suspicious solicitation call is received at your office, the following steps may be undertaken:

1. Inquire from the caller about the exact office requesting for contribution, the office telephone number and its address. Take note of the date and time for solicitation as well as other pertinent details.
2. Look up the soliciting official/office cited in the telephone directory, and verify the authenticity of the call.
3. If found to be a fraud, call up the local NISA, if any, or if none, the local police, inform your security officer and together plan appropriate action to be taken on the matter.

However, if any of your officials have been previously victimized, report this just the same to update knowledge on the syndicate and as aid in counter action drive.

Please be guided accordingly.

  
FIORELLO R. ESTUAR  
Administrator

Incl.:  
as stated.

24 MAY 1982