

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

M.C. No. 56, s. 1991

MEMORANDUM CIRCULAR

T O : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS,
DEPARTMENT MANAGERS, STAFF HEADS, REGIONAL IRRIGATION
MANAGERS, OPERATION/PROJECT MANAGERS, IRRIGATION
SUPERINTENDENTS, PROVINCIAL IRRIGATION ENGINEERS
AND ALL OTHERS CONCERNED
This Agency

SUBJECT : Civil Service Commission Memorandum Circular No. 30,
s. 1991 dated July 4, 1991

Quoted hereunder in full is Civil Service Commission
Memorandum Circular No. 30, s. 1991 for your information
and guidance.

"Republic of the Philippines
CIVIL SERVICE COMMISSION
Quezon City

M.C. No. 30, s. 1991

MEMORANDUM CIRCULAR

T O : All Heads of Departments, Bureaus, and Agencies
of the National/Local Governments Including
Government-owned and/or Controlled Corporations
with Original Charters.

SUBJECT : SMOKING PROHIBITION

Pursuant to CSC Resolution No. 91-787 dated July 4, 1991
the Civil Service Commission hereby adopts and promulgates
the following prohibition against smoking:

1. Smoking shall be prohibited in these places,
to wit:

a. Inside government offices, buildings,
hospitals, medical, dental and optical clinics
and dispensaries including but not limited to
corridors, stairways, inside of elevators,
canteens;

b. In classrooms and within the premises
of all public schools in all levels provided that
for all collegiate and higher levels, this prohi-
bition shall apply only to classrooms and all
other enclosed rooms within the premises including
public libraries and public research rooms/areas;

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c. Inside all enclosed government places used for gatherings or assembly such as mess halls, faculty room, staff room, session halls, function rooms;

d. Inside places for government storage such as storerooms or records room or carriers of inflammable liquids and combustible materials, including government vehicles or vessels.

2. The above prohibition shall not apply to those areas which have been designated as smoking areas with sufficient ventilation and available exhaust fans.

3. Legible "NO SMOKING" signs shall be provided and posted in conspicuous places.

4. The act of smoking shall cover the carrying of lighted cigar, cigarette or pipe or other smoking paraphernalia.

Any violation of this Circular shall be considered as a ground for disciplinary action.

This Memorandum Circular shall take effect upon approval.

(SGD.) PATRICIA A. STO. TOMAS
Chairman

July 4, 1991"

Compliance hereof is enjoined.

(SGD.) JOSE B. DEL ROSARIO, JR.
Administrator

8 August 1991