

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

MC # 7, s. 1993

MEMORANDUM CIRCULAR

T O : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS,  
HEADS OF DEPARTMENTS AND STAFFS, REGIONAL IRRIGATION  
MANAGERS, OPERATION/PROJECT MANAGERS, PROVINCIAL  
IRRIGATION ENGINEERS, IRRIGATION SUPERINTENDENTS AND  
ALL OTHERS CONCERNED.  
National Irrigation Administration

SUBJECT : National Energy Conservation Program

Please be informed that on November 25, 1992, His Excellency, President Fidel V. Ramos, has directed all government departments and agencies to immediately implement energy conservation measures.

Section 3 of Memorandum Order No. 64 states that "All Government departments, agencies, offices, including government-owned and/or controlled corporations, local government, units and other instrumentalities shall adopt additional measures to reduce their electricity consumption by ten (10)% based on their December 1991 consumption".

The enforcement of the mandated 10% reduction in fuel consumption under E.O. No. 433 shall continue using 1990 consumption as reference per memorandum issued on 30 January 1992 by the Office of Energy Affairs.

Attached is the new reporting format which should be followed starting January 1993. Quarterly reports from the field offices should be submitted to the Assistant Administrator for Administrative Services, ATTENTION: Monitoring and Services Section, Procurement Division PPRD, not later than the 15th of the month after the quarter covered.

For immediate compliance.

(SGD.) APOLONIO V. BAUTISTA  
Administrator

01 February 1993

*09 Feb 93*

GASOLINE CONSUMPTION SUMMARY REPORT  
MONTH OF \_\_\_\_\_, 19\_\_

OFFICE/SYSTEM

DATE PREPARED:

PREPARED BY :

APPROVED BY :

POSITION :

[illegible]

**NOTES:**

1. Report should be made by designated Energy Conservation Officer of reporting organization.
2. Approval of report should be made by highest official of reporting organization.
3. Reference Consumption should be the Actual Consumption in December 1991.
4. Consumption this Quarter should be the actual monthly consumption for the reporting quarter.
5. To compute for the monthly % increase/decrease in consumption:
6. Under Remarks, state reason/s why actual consumption increased/decreased.
7. The QUARTERLY ELECTRICITY CONSUMPTION REPORT is due according to the following schedule:

<u>Reports</u>	<u>Date Due</u>
1st Qtr.	April 30

<u>Reports</u>	<u>Date Due</u>
1st Qtr.	April 30
2nd Qtr.	July 31
3rd Qtr.	October 31
4th Qtr.	January 31 of following year

$$\frac{\text{ACTUAL MONTHLY CONSUMPTION} - \text{REFERENCE CONSUMPTION}}{\text{REFERENCE CONSUMPTION}} \quad (100)$$