

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

MC No. 30, s. 1993

MEMORANDUM CIRCULAR

T O : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS,
DEPARTMENT HEADS, REGIONAL IRRIGATION MANAGERS,
OPERATIONS/PROJECT MANAGERS, IRRIGATION
SUPERINTENDENTS, PROVINCIAL IRRIGATION ENGINEERS,
PROJECT ENGINEERS AND ALL OTHERS CONCERNED
National Irrigation Administration

SUBJECT : OFFICE OF THE OMBUDSMAN MEMORANDUM CIRCULAR NO. 7
S. 1993

Quoted herenunder in full is Memorandum Circular No. 7,
s. 1993 of the Office of the Ombudsman, for your information
and compliance.

"MEMORANDUM CIRCULAR NO. 7
Series of 1993

T O : ALL HEADS OF DEPARTMENTS, OFFICES, BUREAUS AND
AGENCIES OF THE NATIONAL AND LOCAL GOVERNMENTS,
INCLUDING GOVERNMENT-OWNED AND CONTROLLED
CORPORATION.

R E : AMENDING MEMORANDUM CIRCULAR NO. 3

Section 3 of Memorandum Circular No. 3 dated March 20,
1992 mandates all concerned to send requests for clearance
to the channels referred to therein, at least forty-five
(45) days prior to the earliest effectivity date of the
retirement/resignation of the applicants covered by the
request. Despite sufficient time provided, several
retiring employees complained of delay in the release
of their clearances, and consequently, their benefits.

In order to have a speedier processing and release
of Ombudsman clearances which are being unduly hampered
by continuing power interruptions, the submission of
requests for clearance shall now be made at least ninety
(90) days prior to the earliest effectivity date of
retirement/resignation of the applicants covered by a
particular request.

This circular shall take effect immediately.

Manila, Philippines, May 3, 1993.

(SGD.) CONRADO M. VASQUEZ
Ombudsman"

For strict compliance.

(SGD.) APOLONIO V. BAUTISTA
Administrator

10 June 1993