

OFFICE ADDRESS: NATIONAL GOVERNMENT CENTER E. DE LOS SANTOS AVENUE QUEZON CITY PHILIPPINES TELEPHONE NOS.: 929-6071 TO 78 TELEFAX NO.: 926-2846 TIN: 000-916-415

OUR REFERENCE: MC **#\_\_10\_**s. 2007

## MEMORANDUM CIRCULAR

TO: THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS, DEPARTMENT/REGIONAL/OPERATIONS/PROJECT MANAGERS, IRRIGATION SUPERINTENDENTS, PROVINCIAL IRRIGATION OFFICERS AND ALL OTHERS CONCERNED

## SUBJECT: INSURANCE OF GOVERNMENT PROPERTIES WITH GENERAL INSURANCE FUND

Attached is a memorandum from the Executive Secretary, Office of the President dated 25 January, 2007 reminding all government offices to insure their properties with the General Insurance Fund.

Be guided accordingly.

C. LOMIBAO Administrator

February 19, 2007

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TO:

ALL HEADS OF GOVERNMENT DEPARTMENTS, AGENCIES, BUREAUS AND OTHER OFFICES, INCLUDING GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS

DATE: 25 January 2007

In connection with all applicable laws, rules and regulations, including Republic Act No. 656 (as amended), Administrative Order No. 33 (series of 1987) and Administrative Order No. 141 (series of 1994), you are hereby reminded to adequately insure with the General Insurance Fund, as administered by the Government Service Insurance System, all properties, assets and interests of your respective offices.

For your immediate compliance.

**EDUARDO R. ERMITA** 

Executive Secretary

CERTIFIED COPY. S. RAFANAN MARCEI DIRECTOR IV Malacahang Records Office