

33  
March 7, 1994

MEMORANDUM NO. 31  
Series of 1994

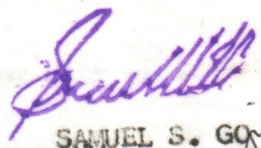
T O: Ms. Lourdes B. Cano - Chairman  
Ms. Norma V. Cala - Member  
Dr. Vita S. Polo - Member

SUBJECT: Committee to Prepare Guidelines for Questionable  
Cases Regarding CY 1993 PIB

In view of the many inquiries regarding the exclusion of some names in the granting of CY 1993 Productivity Incentive Benefits (PIB), you are hereby directed to constitute yourselves into a committee to prepare the guidelines on the release of the PIB.

Your work shall focus but not limited to cases involving personnel who was absent for a few days or weeks; those who started as emergency laborers for a few days per month but later were absorbed as regular laborers on monthly basis; and other similar or related cases.

Please submit your recommendation on or before  
March 15, 1994.

  
SAMUEL S. GO  
President