



6 September 2016

MEMORANDUM CIRCULAR NO. 53

Series of 2016

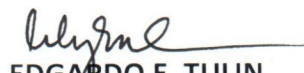
T O: All Vice Presidents, Center Directors, College Deans, Department/Office Heads and Other Concerned Faculty and Staff

R E: Changes in Schedule in Some Activities Related to the 116th Celebration of the Philippine Civil Service Anniversary

In view of recent developments, below are some changes in the schedule of activities relative to our celebration of the 116th Philippine Civil Service Anniversary.

Original Schedule	New Schedule	Activity
Sept. 9, 2016	September 8, 2016	Orientation Among Heads and Secretaries on the Procurement Act and their responsibilities and accountabilities relative thereto
Sept. 12, 2016	September 13, 2016	Workshop on Procurement Planning among project leaders and personnel in-charge in preparing PPMPs
Sept. 13, 2016	October 7, 2016	Reorientation for drivers, messengers and utility workers

For your information and guidance.


EDGARDO E. TULIN
President