



4 March 2022

MEMORANDUM CIRCULAR NO. 28
Series of 2022

T O: All VPs and Heads of Offices Under Each VP

R E: Orientation on the Functions of Offices Especially the Newly Created Office Under the New Organizational Structure

To address one of our NCs during the 3rd IQA conducted in the last quarter of 2021, each VP is directed to conduct an orientation of the different functions and responsibilities of the offices / units under their jurisdiction. Please coordinate with the planning office for the different functions and responsibilities of offices and do this activity before the 2nd Surveillance Audit on March 15, 2022.

OVPPRGAS is requested to spearhead this activity.

For your compliance.


EDGARDO E. TULIN
President