

Republic of the Philippines
MINISTRY OF PUBLIC WORKS, TRANSPORTATION AND COMMUNICATIONS
NIA Building, E. de los Santos Ave., Quezon City
OFFICE of the MINISTER

October 16, 1978

MINISTRY ORDER

NO. 52

X-X-X-X-X-X-X-X

SUBJECT: Creation of Task Force on
Personnel Inventory Computerization System

Pursuant to Presidential Decree No. 807, the Civil Service Decree of the Philippines and the MPWTC Five-Year Personnel Management and Development Plan, a Task Force on Personnel Inventory Computerization System is hereby created under the Office of the Assistant Minister for Personnel Management and Development, this Ministry.

A. Functions:

The Task Force is charged with the following functions:

1. Provide monitoring and facilitative services in meeting program schedules.
2. Coordinate with participating agencies on the detail of personnel for the purpose of data collection, coding and validation of gathered informations.
3. Such other related functions as may be assigned.

B. Membership:

The Task Force shall be composed of the following:

Irene D. Alzate	- Planning & Project Development Office
Danilo Aquino	- Infrastructure Computer Center
Macaria Balagtas	- -do-
Adoracion C. Reyes-Lorenzo	- Ministry of Public Works, Transportation and Communications
Rosario Muñoz	- National Irrigation Administration
Aniceto Pacleb	- Infrastructure Computer Center

1802
11/9/78

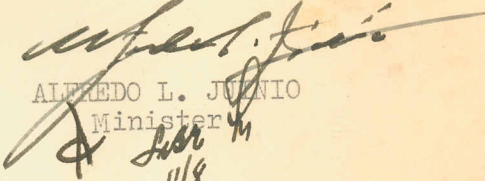
3

C. Operations:

Monthly accomplishment reports shall be submitted to management not later than three (3) days after the end of each month.

The members of the task force shall be entitled to an honoraria of Four Hundred Pesos (P400.00) each month chargeable against the Training Funds of this Office.

This order shall take effect immediately.


ALFREDO L. JUNIO
Minister

3a/alc