



an alphabetical listing of all employees actually in the service as of January 2, 1981 shall be prepared.

- b) Entries made are complete, accurate and up-to-date and shall be certified accordingly on the Form.
- c) All duly accomplished Forms are submitted to the Personnel Division, Administrative Services, Ministry Proper not later than February 14, 1981.

5. All employees who join the MPW after January 2, 1981 shall be required to accomplish the Form within 15 days from the first day of actual service and such accomplished Forms shall be transmitted by the respective Personnel Officers to the Personnel Division, Administrative Service within 30 days from the first day of actual service.

6. The Infrastructure Computer Center of the Ministry shall be responsible for all software and hardware components of the program and, in coordination with the Personnel Division, for continuing improvement of the System.

7. To maintain the information system, all concerned shall periodically furnish whatever necessary additional or updated data on Forms which shall be prescribed by the Ministry.

#### IV. Management Support

8. In view of the significance of this undertaking in contributing to the promotion of professionalism, merit and careerism in the MPW System, all available management support shall be extended to the program. The cooperation of all concerned is likewise enjoined.

  
ALFREDO L. JUNIO  
Minister

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