



Republic of the Philippines  
MINISTRY OF PUBLIC WORKS  
OFFICE of the MINISTER  
MPW Building, Bonifacio Drive, Port Area, Manila

19 February 1981

MINISTRY ORDER)  
No. 81-9 )

SUBJECT: Routing of Special Reports

x-x-x-x-x-x-x-)

For proper control and monitoring, all special reports required by the Office of the Minister from the Regional/District Offices, particularly those taken up in the monthly meetings with the Regional Directors, shall be sent to the Project Management Information System Service (PMISS). The latter in turn shall see to it that the reports are promptly dispatched to the central offices concerned.

These reports include, among others, project status reports, programs and budgets, financial reports, construction cost information, personnel management reports, and others.

By the same token, Bureaus, Services and other units in the central office that wish to request such special reports from the Regional/District Offices shall furnish the PMISS with copies of the pertinent memoranda/correspondence. The PMISS shall see to it that no duplication or conflict in instructions/requests take place.

This Order takes effect immediately.

  
ALEJO L. JUINIO  
Minister  
2/24/81