

Office of the President
of the Philippines
Malacañang

MEMORANDUM CIRCULAR NO. 72

AUTHORIZING ATTENDANCE OF GOVERNMENT RECORDS OFFICERS IN THE FOURTH CONVENTION-SYMPOSIUM OF THE PHILIPPINE RECORDS MANAGEMENT ASSOCIATION (PRMA) TO BE HELD AT THE TEACHERS' CAMP, BAGUIO CITY, ON NOVEMBER 8-9, 1993.

The PRMA will hold its Fourth Convention-Symposium on the theme "The Role of Records and Information Management in the Philippines 2000" at the Teachers' Camp in Baguio City on November 8-9, 1993.

The participation of government records officers/managers who are members of the Association in the convention-symposium is hereby authorized on official business, with reasonable expenses for transportation and convention fee of ₱1,500.00 per participant, to cover board and lodging for two days, kits and convention materials, chargeable against funds of their respective offices, provided there will be no disruption of normal office activities/services in their respective offices by reason thereof.

The participants shall submit to their respective agency heads a complete report on their attendance or participation in the convention. Likewise, PRMA shall submit to this Office and the Civil Service Commission a general report and evaluation of the convention, including a list by offices of participants from the government sector.


TEODORO T. GERONZA, JR.
Executive Secretary

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Manila, September 8, 1993

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Date *fdm*

