



MEMORANDUM

FOR

ALL DISTRICT COLLECTORS

ALL SUB-PORT COLLECTORS

FROM

ISIDRO S. LAPEÑA, PhD, CSEE

Commissioner JUL 2 6 2018 TV

SUBJECT

Requests for Travel Order/CPOs on Travel

DATE

July 26, 2018

This is to remind District Collectors that your Sub-port Collectors are under your administrative and operational supervision.

You are enjoined to ensure that concerns at your respective ports and subports are properly addressed prior elevating the same to the National Office.

Further, you shall also be held responsible in ensuring that your ports and sub-ports are compliant to the directives of the Commissioner, particularly in hitting the target and stepping up anti-corruption measures.