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Republika ng Pilipinas
KAGAWARAN NG REFORMANG PANSAKAHAN
(DEPARTMENT OF AGRARIAN REFORM)
Tanggapan ng Kalibin
Diliman, Lungsod ng Quezon
C-596

In reply, please address:

THE SECRETARY
Department of Agrarian Reform
P.O. Box No. 1993
Manila



RB 7/17/73

DEPARTMENT MEMORANDUM
CIRCULAR NO. 18
Series of 1973 RB

To all Service Chiefs and Regional Directors
Department of Agrarian Reform

SUBJECT: Collection of Outstanding Accounts Receivable
of the Department

It has been noted that accounts receivable from settlers in our Settlement Projects, tenants of the Landed Estates, and personnel of the Department have been past due and remain uncollected which is, needless to say, detrimental to the service.

In this connection, you are hereby directed to instruct all collecting officers in your respective offices and/or regions to intensify the collection of these accounts receivable from the aforesaid debtors. You may withhold the salaries of the above-mentioned personnel of the Department (see attached list) pursuant to Section 624 of the Revised Administrative Code, if necessary or warranted. You are also enjoined to submit to my office as soon as possible your respective collection reports in this regard.

Quezon City, July 6, 1973.


CONRADO E. ESTRELLA
Secretary

PVM:RLB
:scl