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Ministry Memorandum Circular No. 1-81
Series of 1981

T O : ALL MAR OFFICIALS AND EMPLOYEES

SUBJECT : MEMORANDUM CIRCULAR NO. 1131 OF THE OFFICE OF
THE PRESIDENT DATED MARCH 15, 1979 RELATIVE TO
THE ATTENDANCE AND PARTICIPATION OF OFFICIALS
AND EMPLOYEES IN THE INTER-DEPARTMENT (MINISTRY)
EMPLOYEES ATHLETIC LEAGUE

In response to the sports development and physical fitness program of the President, participation of officials and employees of this Ministry to the Inter-Department (Ministry) Employees Athletic League (IDEAL) and to any other sports competition sponsored by other government agencies and/or athletic leagues or association shall be allowed only upon prior authority of the Minister or the Deputy Minister with proper recommendation from the Sports Development Board created under MSO No. 16-81 dated January 16, 1981 and the Assistant Secretary for Personnel Management and Development.

Pursuant to Memorandum Circular No. 1131 of the Office of the President dated March 15, 1979, officials and employees of this Ministry participating in any IDEAL sports activity, either as player, coach, manager and trainer shall be entitled to the following rates of allowances:

- a) Participation and/or attendance in the event as per official schedule;
 1. P10.00 per day as meal allowance, and
 2. P 5.00 per day as transportation allowance.
- b) Participation in scheduled practice days, which shall not exceed two (2) days a week;
 1. P 5.00 per day as meal allowance for events where facilities are available in the Ministry or nearby offices, and
 2. P10.00 per day as meal and transportation allowances for events where facilities are not available in the Ministry and nearby offices.

These allowances shall not be allowed when participating in other leagues or tournaments unless authorized by the Office of the President.

Claims for the allowances allowed hereon shall be supported with proper documents and shall be subject to the usual accounting and auditing requirements.

Strict compliance with this Circular by all concerned is hereby enjoined.

This Circular takes effect immediately.

February 9, 1981, Diliman, Quezon City.

CONRADO F. ESTRELLA