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MINISTRY MEMORANDUM CIRCULAR NO. 281
Series of 1981

To insure the effective conservation of energy and proper utilization of tractor pool operation, it is hereby directed to implement the following measures for the guidance by the MAR Tractor Pool and all concerned:

1. Other government offices or agencies who would like to avail the services of the tractor pool shall not be allowed, unless specifically authorized by the undersigned.
2. All MAR tractors shall not be used for transporting officials and employees, supplies, equipment, logs, construction materials and others of similar nature; and
3. All MAR tractors are required when not in use to be kept in the tractor pool compound or garage provided by the office, except when the tractors are scheduled for services.

It is understood that all MAR tractors shall be used exclusively and strictly for tractor pool operation as provided in the existing Standard Operating Procedures.

Any violation thereto by any officials and employees of the tractor pool, including tractor operator and helper, shall be held personally liable arising therefrom, subject to administrative, criminal or civil prosecutions as may be warranted by the circumstances.

Strict compliance herewith is hereby enjoined.

Diliman, Quezon City, March 19, 1981.

CONRADO F. ESTRELLA

Minister

PANGULONG PERNAND E. MARCOS

"Hindi na matatatikuran pa ang pagbabago ng ayos ng pansakahan. Higit kong pangarap na makita ang ating mga magsasaka na pag-aari ang lupang kanilang binubungkal."