



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF AGRARIAN REFORM

Tunay na Pagbabago sa Repormang Agraryo

MEMORANDUM ORDER No. 03

Series of 2020

TO : **All DARCO Offices**

FROM : **The Office of the Secretary**

SUBJECT : **ADDITIONAL POLICY REGARDING DOCUMENTARY
SUBMISSION TO OSEC**

DATE : **8 June 2020**

In the exigency of the service, all documentary submissions initially made to OSEC which require corrections from the originating office must be returned to OSEC within TWO (2) days from the time the said document was routed back by OSEC to the originating office.

Heads of office making the aforementioned documentary submissions who fail to comply with the aforementioned directive shall be sent and must answer a Notice to Explain directly addressed to the Secretary.

For your strict compliance.


Att. **JOHN R. CASTRICIONES**
Secretary

