MEMORANDUM CIRCULAR NO. 6
(Series of 1986)

TO: ALL LICENSED PRIVATE EMPLOYMENT AND MANNING AGENCIES, AUTHORIZED CONSTRUCTION AND SERVICE CONTRACTORS

RE: STRICT COMPLIANCE WITH RULE ON RENEWAL OF LICENSES/AUTHORITIES

It has been observed that despite the advance notices sent to licensed agencies/entities relative to the 45 day rule on renewal of licenses/authorities, only a few among the concerned companies observe such directive. Most requests for renewal are submitted close to, if not after, the expiry date of licenses/authorities.

The practice of submitting applications for renewal close to expiry or after expiry date of licenses/authorities results in numerous requests for expeditious processing of licenses/authorities or to extension of licenses which otherwise could have been avoided had the rule been observed.

In order to maximize compliance thereof, a fine in the amount of Five Hundred Pesos ($500.00) shall be imposed on any agency which files its application for renewal beyond 45 days before the expiry date of its license/authority or thereafter.

This issuance shall take effect immediately.

22 April 1986

[Signature]
HONESTO T. CUEVA
Officer-In-Charge