MEMORANDUM

FOR: ALL POEA OFFICIALS, EMPLOYEES AND BUILDING OCCUPANTS

SUBJ.: PEST CONTROL TREATMENT OF POEA BUILDING

In order to maintain a high standard of hygiene and sanitation of the office, there will be a monthly pest control application of the whole POEA Building starting tomorrow, Saturday, July 18, 1998, from 9:00 AM to 5:00 PM. In this connection, all are requested to cooperate for the eradication of these household pests that pose daily danger to our health. For a successful pest control treatment, the following shall be observed:

1. All enclosed rooms, locked cabinets, tables and drawers must be accessible for pest treatment. Offices may entrust the keys to their assigned janitor or better if a representative of the office must be present during the application to direct the contractor the areas needed for fumigation.

2. Do not leave Cash in your drawers. Valuable, handy and personalized items must be endorsed to your janitor or to the security guard posted in your area for safekeeping.

3. A security guard shall be assigned per floor to accompany the technicians in the application of the pest control chemicals.

4. Other precautionary measures must be observed.

ANGELES T. WONG GARCIA
Deputy Administrator

July 17, 1998