MEMO TO: ALL POEA DRIVERS
CHIEF SECURITY OFFICER

Effective immediately POEA vehicles should only be driven and attended to by authorized drivers. It follows therefore that when these vehicles are parked at the office premises after office hours and weekends, nobody should use or tinker with them unless authorized by the undersigned and/or by the Administration directorate except under emergency circumstances, in which case proper reports should be submitted to the OIC, Administrative Department immediately the following working day.

For strict compliance.

PATRICIA A. STO. TOMAS
Administrator

06 April 1984