MEMORANDUM

To: Security Guards and Other Personnel

From: Solicitations

Date: 01 Jun. 1991

It has been observed that personnel connected with POEA have sought the permission of the undersigned to allow them solicit money from POEA employees.

Inasmuch as we would not want POEA employees burdened with outside solicitations which likewise cause work disruptions, it is requested that henceforth, you are not to allow persons with solicitation letters to enter POEA premises. Outside solicitations should be politely denied outright and advise soliciting parties to seek the assistance of Department of Social Welfare & Services instead.

For your information and guidance.

[Signature]

Manager, Administrative Branch