MEMORANDUM ORDER No. 15
Series of 1997

Consistent with our intensified information dissemination thrust, all concerned units are instructed to adopt and implement the following systems and procedures:

1. In order to update and avoid confusion in the foreign posts, the Central Records Division (CRD) shall include the Philippine Embassies and the Philippine Overseas Labor Officials (POLOs) in the regular mailing list, providing them copies of the latest POEA Governing Board Resolutions, DOLE Department Orders, POEA Memorandum Circulars and related issuances through fax or other speedy means of communication; and

2. In order to beef up its information-gathering task, the Information and Education Division (IED) shall revive its desk-system assignment. As such, individual staff shall be assigned to each of the four operations offices (LRO, PSO, WEO and AO), who, as beat reporters, will monitor developments and disseminate the same through press releases or policy statements intended for both print and broadcast media.

Since various concerns of labor posts abroad pertain to pre-employment procedures and policies, licensing and welfare assistance procedures, they shall be informed of developments arising from policy deliberations by concerned units, without waiting for the final circular or issuances. This shall be done to keep them posted of what is happening.

For purposes of enhancing POEA’s corporate image, it is likewise reiterated that all units must coordinate closely with the POEA Directorate and Planning Branch relative to statement on policies, plans and programs.

For compliance,

FELICISIMO O. JOSON
Administrator

26 June 1997