

March 16, 2020

MEMORANDUM

TO

ALL CONCERNED

FROM

THE OFFICER-IN-CHARGE

Office of the Assistant General Manager

Finance and Administration

SUBJECT

EMPTY ALCOHOL CONTAINERS

In support of the government intensified efforts to contain the spread of COVID 19, the Authority plans to purchase alcohol in gallons to have more stocks for the use of its employees and to address the difficulty of purchase due to high demand.

In this regard, all MIAA offices/personnel are required to keep the empty containers of their previous issued alcohol for refilling purposes.

For information and strict compliance.

ARLENE B. BRITANICO