



NATIONAL ELECTRIFICATION ADMINISTRATION

"The 1st Performance Governance System-Institutionalized National Government Agency"
57 NIA Road, Government Center, Diliman, Quezon City 1100



Management System
ISO 9001:2015



www.tuv.com
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January 11, 2019

OFFICE ORDER No. 2019-017
Series of 2019

Effective immediately, in accordance with this agency's continuous improvement to effect order, safety, cleanliness and wellness in the workplace and achieve job efficiency and productivity through proper communication and coordination, a Committee on Safety and Conservation is hereby reconstituted with the following members:

SAFETY AND CONSERVATION COMMITTEE

- Chair : Deputy Administrator for
Corporate Resources and Financial Services
- Co-Chair : Deputy Administrator for
Technical Services
- Member : Manager, General Services Division

Sub-Committee on Physical Facilities

- Chair : Department Manager, Engineering

Office Building and Premises

Team A : Electrical/Mechanical

- Chair : Ernesto O. Silvano, Jr.
Co-Chair : Hernando N. Gabotero
Member : Ulysses C. Bibon

Team B : Civil/Structural

- Chair : Shirley J. Salvador
Co-Chair : Cynthia E. Lisondra
Member : Felicisimo U. Pula

Team C : **Transportation**

Chair : Joel C. Somera
 Co-Chair : Emmanuel B. Sarmiento
 Member : Fernando L. Aquino

Responsibilities:

1. Oversee the conduct of regular inspection and check-up on the electrical, civil and mechanical infrastructures of the NEA Building;
2. Recommend appropriate measure to ensure that NEA building is Building Code compliant;
3. Monitor the implementation of necessary maintenance works in infrastructure works found to be deteriorated and defective; and
4. Formulate a NEA Building Maintenance Manual.

Sub-Committee on Human Resources

Chair : Department Manager,
 Human Resources and Administration

Team A : **Wellness**

Chair : Anastacia B. Suasi
 Co-Chair : Theresa M. Pangan
 Members : Maria F. Langit
 Erwin John V. Calica
 Andrei Camille C. Alberto
 Zoilo C. Soteraña

Team B : **Brigada Ahensiya 6-S**


Chair : Estrellita S. Volante
 Co-Chair : Estanislao D. Laxa, Jr.
 Members : Efren B. Marcelino
 Ulysses C. Bibon
 Sozimae M. Fuyonan
 Jubane P. De Pedro

Responsibilities:

1. Recommend measures and monitor the implementation of Rule 1040 of the Philippine Occupational Safety and Health Standard in pursuant to Civil Service Commission, Memorandum No. 33, S-1197 and related guidelines;

2. Direct implementation and monitor the Occupational Safety and Wellness programs of this Office;
3. Ensure operationalization and monitor the programs on Green Building Efficiency and 6-S (Good Housekeeping); and
4. Oversee the conduct of the annual clean-up program to instill cleanliness and orderliness and beautification in the workplace.

All expenses to be incurred on the performance of their function shall be charged against proper funds of this office, subject to the usual accounting and auditing rules and regulations.


EDGARDO R. MASONGSONG
Administrator

NATIONAL ELECTRIFICATION
ADMINISTRATION
Office of the Administrator



NEA-OA259603

1/21/11