



Republic of the Philippines
National Electrification Administration
Quezon City

August 31, 2004

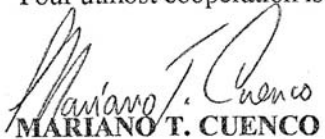
NEA MEMORANDUM No. 2004-018

TO: ALL ELECTRIC COOPERATIVES
SUBJECT: ECONOMY MEASURE ON POSTAL SERVICE

As part of the austerity measures the government is undertaking, the National Electrification Administration has taken measures to save on courier and postal expenses.

May we request you or your representative on travel to NEA to drop by **the Records Unit, Ground Floor** to claim official documents for your cooperative. This will avoid further delay in the postal service.

Your utmost cooperation is highly appreciated.


MARIANO T. CUENCO

Deputy Administrator for
Corporate Resources and Financial Services