



Republic of the Philippines
National Electrification Administration
Quezon City

17 August 2005

NEA MEMORANDUM No. 2005-028

FOR : **ALL ELECTRIC COOPERATIVES**

SUBJECT : **AREA/BRANCH MANAGERS AS
ADDITIONAL MEMBERS TO EC
MANAGEMENT COMMITTEE
(MANCOM)**

To achieve closer coordination and promote goodwill between the cooperative and its member-consumers, some of the major functions of the EC main office were decentralized and created were Area/Branch/Sub-Offices which now hold responsibility for the decentralized functions of meter reading, collection, minor technical trouble shooting and accepting new members, among others.

It was observed then that creation of such offices resulted to an improved performance of the electric cooperatives. It also provided the medium where member-consumers' queries, complaints and appeals can immediately be resolved.

In this connection, all ECs are enjoined to include all the Area/Branch/Sub-Offices Managers as MANCOM members. As such, they shall attend and participate in equal footing with the other Department Managers in all meetings as called for by the General Manager.

Considering that Area/Branch/Sub-Offices Managers play a vital role in the success of the electric cooperatives, their participation must be acknowledged and supported.

For strict compliance.


EDITA S. BUENO
Administrator