



June 17, 2016

**MEMORANDUM No. 2016-010**

**TO : ALL ELECTRIC COOPERATIVES**  
**SUBJECT : Realignment of NEA Functional Units**

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The NEA has undertaken initiatives to strengthen its Organization in order to effectively respond to the needs of the electric cooperatives such as the creation of adhoc units namely: Accelerated Total Electrification Office (ATEO), Office for Corporate and EC Training (OCET), Office of Renewable Energy Development (ORED), Office for Performance and Special Studies (OPASS) and the transfer of Electric Cooperative Audit Department (ECAD) to the Legal Sector.

Recently, to further support the mandates of the Rural Electrification Program implementation particularly RA 10531 and enable this Agency's sectors to enhance and focus their core services to the ECs and other stakeholders, the following organizational movements of functional units and respective personnel have been operationalized:

1. The Deputy Administrator for Electric Distribution Utilities Services (EDUS) is renamed Deputy Administrator for Technical Services (TechServ). As such, he shall continue to oversee the Engineering Department, ATEO and ORED;
2. The Deputy Administrator for Field Operations (MAG) shall include in his supervision, the Institutional Development Department (IDD) and Office for Corporate and EC Training (OCET); and
3. The Information Technology and Communication Services Department (ITCSD) shall be directly under the Office of the Administrator. Its Records Unit shall function under the Human Resources and Administration Department (HRAD).

Please be guided accordingly.

*Edita S. Bueno*  
**EDITA S. BUENO**  
 Administrator

