



15 February 2022

**INSTITUTIONAL ADVISORY NO. 41**

TO : **ALL ELECTRIC COOPERATIVES (ECs)**

SUBJECT : **SUBMISSION OF COPY OF BIRTH CERTIFICATE  
OF ALL INCUMBENT BOARD DIRECTORS**

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To enable us obtain accurate information on the age of all members of the Board of Directors, the ECs are hereby enjoined to furnish NEA, through the Institutional Development Department (IDD), with clear copies of the birth certificates of all incumbent Board Directors.

This official record is vital to help NEA accordingly act on district elections, tenure of office concerns, among others, and accurately update its BOD profile.

Kindly submit the documents to email address [omdd\\_idd@yahoo.com](mailto:omdd_idd@yahoo.com) within ten (10) days of receipt of this advisory.

For your strict compliance.

**NOLLIE B. ALAMILLO**  
Department Manager, IDD