



5 July 2021

MEMORANDUM NO. 2021-25

TO : **ALL ELECTRIC COOPERATIVES**
ATTENTION : ALL GMs/NEA BIT FOCAL PERSONS/POINT PERSONS
SUBJECT : **Mandatory Submission of EC SWORN STATEMENT**

Pursuant to Section VI. Guidelines, E-1,e of the approved NEA BIT Systems and Procedures issued to all ECs through EC Memorandum No. 2018-051 last 7 August 2018:

e.) The EC shall ensure that all information are correct and accurate to reflect the true state of health of the electric cooperative. These information shall become the bases for assessment and early warning signals for crafting of solutions that will improve the EC's efficiency and service reliability. An affidavit duly signed by the EC General Managers will be required to ensure the correctness and completeness of all inputs in the DETs.

All ECs are directed to submit a Sworn Statement duly signed by the General Managers (with the EC's NEA BIT Focal Person/IT Department Manager as witnesses) on or before 30 July 2021. Copy of the Sworn Statement template can be downloaded from the NEA BIT Info Pedia, Advisories-Sample Template (SS).

For strict compliance.

Thank you.

EDGARDO R. MASONGSONG
Administrator



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07-08-21