



Republic of the Philippines
MINISTRY OF
NATURAL RESOURCES

9 April 1981

SPECIAL ORDER
No. 100
Series of 1981

SUBJECT: Accomplishment of Personal Data Record (Personnel Information System Form 1) of All New Employees at the Office of the Minister.

In the interest of service and in order to continuously update the personnel masterfile for the Office of the Minister, all new employees of said office are hereby enjoined to accomplish PIS Form 1.

The Personnel Division of OMIN shall see to it that before any newly hired employee officially reports for work, he/she shall have filled-up the form.

This order shall take effect immediately.


JOSE J. LEIDO, JR.
Minister