

MEN 7487

**Office of the President**  
**of the Philippines**  
**Malacañang**

**MEMORANDUM CIRCULAR NO. 31**

**URGING GOVERNMENT OFFICIALS AND EMPLOYEES ENGAGED IN  
THE ACTIVE PRACTICE OF HUMAN RESOURCE MANAGEMENT  
TO ATTEND CONFERENCES, SEMINARS, WORKSHOPS AND  
OTHER FORUMS CONDUCTED BY THE PERSONNEL OFFICERS  
ASSOCIATION OF THE PHILIPPINES, INC. (POAP)**

The Personnel Officers Association of the Philippines (POAP), an organization of government officials and employees actively engaged in the practice of personnel or human resource management (HRM) has been holding since 1957, human resource development (HRD) activities for HRM practitioners in the government bureaucracy.

To enhance the professional growth of government HRM practitioners and promote sound public personnel administration, POAP HRD courses shall continue to be held in harmony with those of the Civil Service Commission (CSC), the Department of Budget and Management (DBM) and the Local Government Academy of the Department of Interior and Local Government (LGA-DILG).

All heads of departments, bureaus and offices, including government-owned and/or controlled corporations (GOCCs) and their subsidiaries, government financing institutions (GFIs), state universities and colleges (SUCs), and local government units (LGUs), are encouraged to authorize their HRM personnel to attend POAP activities on official time with expenses such as transportation allowances, per diems, registration fees, etc., at rates prescribed in accordance with current COA, CSC and DBM policies, chargeable against the funds of their respective agencies, subject to the usual accounting and auditing rules and regulations.

For the guidance and compliance of all concerned.

By authority of the President:

*Ronald B. Zamora*

**RONALDO B. ZAMORA**  
Executive Secretary

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Received

**JUN 08 1999**

Date *[Signature]*

Manila, May 14, 1999

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