



MAKATI COMMERCIAL ESTATE ASSOCIATION, INC.

Mini-Park, Legazpi Street, Legazpi Village, Makati City
P.O. Box 1564, MCPO Tel. Nos. 813-24-46, 813-24-47, 810-30-54 (FAX : 810-31-94)

July 30, 1997

MEMORANDUM CIRCULAR 97 - 07

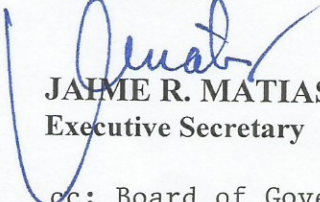

TO : ALL MEMBERS/PROJECT MANAGERS
RE : PROJECT DUTY OFFICER

It has been observed that most construction projects do not have an officer-in-charge during night time/weekends/holidays construction activities. To effectively monitor your construction activities in relation to possible complaints of neighboring members, we require the presence of a project duty officer during construction activities at night/weekends/holidays.

Please submit the names of your project duty officer to our office not later than August 06, 1997.

Failure to comply with this requirement may result to stoppage of work.

Very truly yours,


JAIIME R. MATIAS
Executive Secretary 

cc: Board of Governors