



Republic of the Philippines  
OFFICE OF THE PRESIDENT  
**COOPERATIVE DEVELOPMENT AUTHORITY**  
5th and 6th Flr. BENLOR Bldg. 1184 Quezon Avenue, Quezon City

20 October 1992

MEMORANDUM CIRCULAR NO. 92-010  
Series of 1992

F O R : ALL CONCERNED

R E : Creation of Cooperative Import, Evaluation and Monitoring Team within the Authority

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Pursuant to DOF-CDA Joint Circular No. 1-90, a Cooperative Evaluation and Monitoring Team is hereby created under the Legal and Registration Department to do and perform the following powers and functions:

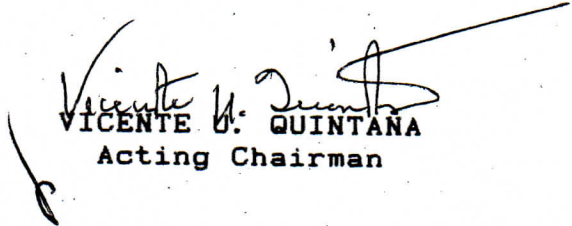
1. Evaluate all requests for certificates/indorsements made by cooperatives availing of the importation privileges granted to cooperatives;
2. Prepare the appropriate documents concerning such requests for certificates/indorsements to be signed by any of the following officers of the Authority:
  - a. The Chairman;
  - b. Any member of the Board of Administrators, in the absence of the Chairman; and
  - c. The Executive Director, in the absence of any of the above.
3. Monitor the compliance of importing cooperatives with the administrative requirements and conditions under the said Joint Circular;
4. Conduct the necessary liaison work with the proper government entities, i.e., Department of Finance, Department of Trade and Industry, National Economic Development Authority, Bureau of Customs, Board of Investments and the Board of Import Services;
5. Conduct investigations into anomalies committed by the cooperatives availing of any importation privilege; and
6. Perform other related functions in connection with the importation privilege of cooperatives.

The Team may also request the assistance of any employee of the Authority in the performance of their functions. The attendance of representatives of other concerned government agencies may be requested from time to time.

Initially, the Team shall be composed of the following personnel:

1. Atty. Niel A. Santillan; and
2. Mr. Luisito Jovero

In addition, Mr. Mienrado Calla is also designated as Special Liaison Officer to deliver any document to the proper government agencies as the need arises.

  
VICENTE U. QUINTANA  
Acting Chairman

NAS/mdb