

BY THE PRESIDENT OF THE PHILIPPINES

MPN 9893

MEMORANDUM CIRCULAR NO. 2

**DIRECTING ALL HEADS OF THE NATIONAL GOVERNMENT OFFICES  
INCLUDING GOVERNMENT-OWNED AND/OR CONTROLLED  
CORPORATIONS AND GOVERNMENT FINANCIAL  
INSTITUTIONS TO SUBMIT AN INVENTORY REPORT OF  
THEIR PROPERTIES NATIONWIDE**

In line with the new administration's efforts to maximize the utilization of government's assets, all national government offices including government-owned and/or controlled corporations and government financial institutions are hereby directed to prepare an inventory of the following properties:

- a. land and building;
- b. equity and financial holdings; and
- c. transportation vehicles including cars, seacraft and aircraft.

The inventory report shall be submitted to the President through the Head of the Presidential Management Staff within fifteen (15) days from issuance of this circular. Attached is the reporting format for guidance.

For strict compliance.

**DONE** in the City of Manila, this 20<sup>th</sup> day of March, in the year of Our Lord, Two Thousand and One.

By the President:



**RENATO S. DE VILLA**  
Executive Secretary

