



Republic of the Philippines
Department of Labor and Employment
Maritime Training Council

MEMORANDUM CIRCULAR NO. 06
Series of 2008

TO : ALL CONCERNED

SUBJECT : **ACCEPTANCE OF APPLICATION AT THE NATIONAL ASSESSMENT CENTER (NAC)**

DATE : 26 September 2008

Please be advised that effective 13 October 2008, the following shall be strictly implemented at the National Assessment Center:

1. Only applicants scheduled for the day shall be accepted for assessment;
2. All applicants must have signed on the Logbook not later than 11:00 o'clock in the morning, otherwise, their slot will be cancelled and re-scheduled accordingly; and
3. Request for expedite processing of application will be granted only to applicants who are scheduled to leave within two (2) days, subject to presentation of proof of departure and approval by the NAC Supervisor. The NAC shall maintain a limited number of expedite application per day to give way for the other regular applications, therefore, acceptance of which shall be on a first-come-first serve basis.

Please be guided accordingly.


NORIEL P. DEVANADERA
Acting Executive Director

MC-transaction a the NAC/gtg