

**[PPC MEMORANDUM CIRCULAR NO. 09-08, April
12, 2009]**

STOP PAYMENT FOR LOST BLANK MONEY ORDER FORMS

In the interest of the service and to avoid imminent loss on the Corporation on reported losses of blank money order forms, effective immediately, the Money Order Service upon receipt of report regarding the loss of blank money order forms shall instantly make a request for stop payment with the bank in addition to the issuance of All Office Message to avoid fraudulent use/encashment of said forms.

The accountable officer having custody of said lost bank money order forms shall bear the cost of stop payment which is P200.00 per money order. He/s he s hall be reimbursed with the stop payment fee once the Commission on Audit has issued relief of accountability.

For your information and compliance.

Adopted: 12 Apr. 2009

(SGD.) HECTOR R. R. VILLANUEVA
Postmaster General and CEO



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