



01 February 2024

INSTITUTIONAL ADVISORY NO. 03
Series of 2024

TO : **ALL ELECTRIC COOPERATIVES (ECs)**

SUBJECT : **SUBMISSION OF AGMA ATTENDANCE**

Relative to the approved NEA Policy/Guidelines In The Conduct Of Electric Cooperatives' (ECs) Annual General Membership Assembly (AGMA), one of the institutional compliances of the ECs is the submission of the electronic copy of its attendance in PDF file within five (5) days after the conduct of AGMA.

Please be informed that there was a technical glitch encountered on the assigned email address <idd.agma@yahoo.com> for the submissions of the ECs' AGMA attendance.

Thus, all ECs are hereby directed to submit their official AGMA attendance to **idd.agma@gmail.com**.

For your information and guidance.

Thank you.



OMAR M. MAYO
Deputy Administrator
Electric Cooperative Management Services