



Republic of the Philippines  
DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS

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DOT,  
OFFICE FOR TRANSPORTATION SECURITY  
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BY: [Signature] 2016-11-11

04 November 2016

**MEMORANDUM**


For/To : **ALL OFFICIALS AND PERSONNEL**  
**DOTr-Central Office**  
**Sectoral Offices and Attached Agencies**  
**and Corporations**  
**DOTr-CAR and CARAGA Regional Offices**  
**MRT3 and other Project Offices**  
**This Department**

Subject : **NO GIFT POLICY**

Relative to the coming Christmas Season, all officials and personnel are hereby directed not to receive/accept as well as solicit/ask gifts, both in cash and in kind, from other government and non-government offices, and organizations, suppliers, and other stakeholders.

Any official or employee who is found violating this Order shall be severely dealt with.

For strict compliance.

  
**GARRY V. DE GUZMAN**  
Undersecretary for Administration and Finance