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MANILA INTERNATIONAL AIRPORT AUTHORITY

June 22, 2023

MEMORANDUM

то	:	ALL CONCERNED
FROM	:	THE OFFICER-IN-CHARGE Manila International Airport Authority
SUBJECT	:	IMPLEMENTATION OF WATER CONSERVATION MEASURES

In line with MIAA's commitment to sustainable development and environmental preservation through our Environmental Management System (EMS), and in compliance with **OP MC no. 22** – **Mandating all National Government Agencies and Instrumentalities to Strictly Implement Water Conservation Measures**, we are implementing additional best practices to help us achieve our water conservation goals of ten percent (10%) volume reduction of water consumption:

- 1. Fix leaks immediately. Report any leaks to the maintenance department as soon as possible. Even small leaks can waste significant amounts of water over time.
- 2. Use water-efficient fixtures. Replace old and inefficient fixtures with water-saving ones such as low-flow toilets, showerheads, and faucets.
- 3. Turn off taps (faucet) when not in use. Do not let the water run unnecessarily. Turn off taps when brushing teeth, washing hands, or cleaning.
- 4. Use recycled water where possible. Whenever possible, use recycled water for non-potable applications such as flushing toilets and watering plants.
- 5. Report any water-related issues. If you notice any water-related issues such as overflowing toilets, clogged drains, or other problems, report them to the maintenance department immediately.
- 6. Educate others. Help spread the message of water conservation by educating your colleagues about the importance of using water wisely and efficiently.

This directive shall apply to all MIAA employees and stakeholders as a reminder to practice water conservation in the workplace. In addition, the Mechanical Division shall continue to submit the Monthly Water Consumption Report to the EMS Committee, to monitor our consumption. Water is a precious resource, and it is our responsibility to use it economically and efficiently. By adopting these measures, we can all contribute to conserving water and reducing our environmental footprint.

For strict compliance.

