



REPUBLIC OF THE PHILIPPINES
NATIONAL TELECOMMUNICATIONS COMMISSION
NTC Building, BIR Road, East Triangle, Diliman, Quezon City
Email: ntc@ntc.gov.ph; website: <http://www.ntc.gov.ph>

MEMORANDUM ORDER NO. 003-04-2021

TO : ALL PUBLIC TELECOMMUNICATIONS ENTITIES (PTEs),
BROADCAST AND CABLE TV (CATV) NETWORKS,
DIRECT-TO-HOME (DTH), LMDS, AND ALL OTHER PAY TV
SERVICE OPERATORS

SUBJECT : Extension on the Submission of 2020 Annual Reports
in view of the COVID-19 Situation

DATE : 13 April 2021

Pursuant to Memorandum Circular No. 04-10-2006 dated 09 October 2006, PTEs and Broadcast, CATV Networks, DTH, LMDS and all other Pay TV Service Operators are required to submit **Annual Reports**, in the prescribed form/s, to the Commission **not later than 30 April of each year**.

The Civil Service Commission Memorandum Circular No. 10 (s. 2020) re: *Revised Interim Guidelines for Alternative Work Arrangements and Support Mechanisms for Workers in the Government During the Period State of National Emergency Due to Covid-19 Pandemic*, and the Inter-Agency Task Force for the Management of Emerging Infectious Diseases Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines with Amendments as of March 28, 2021, allows government agencies and instrumentalities to operate on a skeleton work force on-site and the remainder under alternative work arrangement unless a greater on-site capacity is required in agencies providing health and emergency frontline services, laboratory and testing services, border control, or other critical services.

Due to the implementation of the (modified) enhanced community quarantine in the National Capital Region and in the provinces of Bulacan, Cavite, Laguna and Rizal to address the rising cases of COVID-19, and the general or modified community quarantine being implemented for the rest of the country and considering that Presidential Proclamation No. 922, s. 2020 (Declaring a State of Public Health Emergency Throughout the Philippines) is still in effect, **the submission of 2020 Annual Reports as required under NTC Memorandum Circular 04-10-2006 is hereby EXTENDED UNTIL 30 JUNE 2021.**

For information and guidance.


GAMALIEL A. CORDOBA
Commissioner


EDGARDO V. CABARIOS
Deputy Commissioner


DELILAH F. DELES
Deputy Commissioner