

Republic of the Philippines
NATIONAL IRRIGATION ADMINISTRATION
Quezon City

MC # ⁴³~~42~~ s. 1967

MEMORANDUM CIRCULAR

TO: All Cashiers and Special Disbursing Officers
Regional and Field Offices

SUBJECT: Direct Payment of Salaries and Wages to Personnel

Effective immediately, cashiers and special disbursing officers of all regional and field offices are hereby prohibited from paying salaries and wages to any person other than the actual employees or recipients concerned, especially in cases where no special written authority to collect is submitted. Where an employee or worker is sick or away on official business, a written authority for an agent to collect should be submitted and the cashier or special disbursing officer should be able to identify the said employee's agent.

Violation of this order shall be a ground for disciplinary action.

ALFREDO L. JUINIO
Acting Administrator

True Copy
August 3, 1967