

REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE SECRETARY OF AGRICULTURE  
National Irrigation Administration,  
Gusaling APC, Quezon Memorial Circle  
Diliman, Lungsod ng Quezon

MC # 33, s. 1972

MEMORANDUM CIRCULAR

TO : ALL HEADS OF DEPARTMENTS, STAFFS AND DIVISIONS;  
HEADS OF SPECIAL PROJECTS: REGIONAL, PROVINCIAL  
AND PROJECT IRRIGATION ENGINEERS; IRRIGATION  
SUPERINTENDENTS AND/OR OFFICERS-IN-CHARGE OF  
IRRIGATION SYSTEMS/OFFICES; AND ALL OTHERS  
CONCERNED  
National Irrigation Administration

SUBJECT : Submission of a Certified Copy of the Approved  
Program of Work to the Accounting Division, NIA

For the purpose of controlling allotments sub-alloted to various field projects and to expedite the preparation of management reports relative thereto, it is directed that the Accounting Division, NIA, be furnished a certified copy of the approved Program of Work.

The accounting office should see to it that the amounts of the obligation object classifications reflected in the approved Program of Work are not exceeded as per sub-allotment advice issued and/or report of disbursements submitted to the Central Office. In case there is a need to transfer one obligation object to another, a certified copy of the revised approved Program of Work reflecting the changes should be submitted by the authorized and/or delegated official to the accounting office.

Compliance hereto of all concerned is enjoined.

  
ALFREDO L. JUINIO  
Administrator

May 8, 1972  
PAS/tc