

(National Irrigation Administration)
Gusaling APC, Quezon Memorial Circle
Diliman, Lungsod ng Quezon

MC # 54, s. 1973

MEMORANDUM CIRCULAR

TO : THE ASSISTANT ADMINISTRATOR; SPECIAL ASSISTANT; CHIEF, OPERATIONS DEPARTMENT; REGIONAL IRRIGATION ENGINEERS; IRRIGATION SUPERINTENDENTS AND/OR OFFICERS-IN-CHARGE OF THE IRRIGATION SYSTEMS AND ALL OTHERS CONCERNED
This Office

SUBJECT : MIS Monthly Collection Efficiency Report

Information flows or feed backs coming from the field services in the form of monthly reports of collection to the Accounting Division indicates that:

1. Many of the reports are not submitted on time.
2. Some systems have not been able to undertake any collection for the month of April, 1973.
3. The collection after the harvest of the first crop for the month of November, December and January for the previous fiscal year did not reflect an increase in the monthly collection (as expected).

It should be emphasized that these reports, if not submitted on time will lose most of their relevance as the opportunity for remedial action could not be undertaken at the proper time. Other systems have not been able to make any collection for the month of April, 1973. This is indicative of laxity in the collection effort.

The trend of collection for the month of November, December and January of the previous fiscal year does not show an appreciable increase in the collection inspite of the implementation of new methods and procedures in billing and collection. This may be attributed to the lag in billing the first crop and laxity in the collection of irrigation fees.

In view of the foregoing it is hereby directed that:

1. The monthly report of collection be submitted on time. Otherwise, the salaries of officials and employees indicated in MC #1, s. 1970 (herewith attached) shall be withheld until this monthly report have been accomplished and submitted to the Accounting Division as instructed.
2. The collection effort be intensified so that increased expenditure in the operation and maintenance of the systems may be mitigated.
3. Billing procedures should be adhered to strictly. Under the new method and procedure, collection of irrigation fees should be intensified after each harvest so that the collection of irrigation fees may be improved in consonance with the general policy of NIA.

Please be guided accordingly.


ALFREDO L. JUINIO
Administrator

Attachment: a.s.
July 18, 1973