

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

HC # 59-a, s. 1973

MEMORANDUM CIRCULAR

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

SUBJECT : Supplementary Authority of Certain Field Officials to Approve Vouchers and Checks Covering Payment of Claims of Contractors, Suppliers and Dealers for the Purchase of Construction Materials, Supplies and Spare Parts thru Public Bidding, and for Cash Advances for Salaries and Wages.

In addition to the delegated authority extended to field officials to approve vouchers and checks covering payment of construction materials and supplies procured thru emergency purchase, the field officials enumerated hereunder are hereby further authorized as follows:

I - Direct Charges

A - To approve vouchers and checks covering payment of contractual obligations, construction materials, supplies and spare parts procured thru public bidding, including other claims:

1. Regional Irrigation Engineers .... Not exceeding P15,000.00  
at any one time
2. Provincial Irrigation Engineer  
and/or Irrigation Superintendent ..... Not exceeding P5,000.00  
at any one time

II- Cash Advance Vouchers and Checks for Salaries and Wages

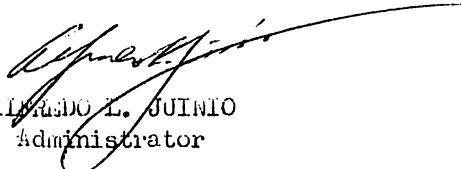
A - To approve cash advance vouchers and checks for salaries and wages in their respective offices:

1. Regional Irrigation Engineer..... The normal amount required to pay salaries and wages for one payroll period
2. Provincial Irrigation Engineer  
and/or Irrigation Superintendent ..... The normal amount required to pay salaries and wages for one payroll period

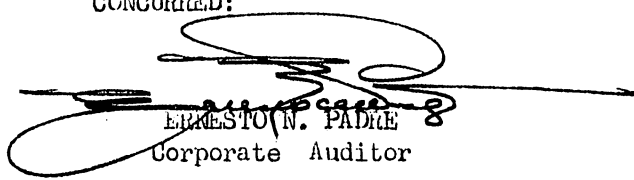
It must be emphasized that the increase in delegated authority is being extended to proper officials in order that the annual requirement of generating at least 80,000 hectares to be placed under irrigation for each Fiscal Year may be attained.

This Memorandum supersedes previous orders which are inconsistent herewith and takes effect immediately.

Strict compliance by all concerned is enjoined.

  
ALFREDO L. JUINIO  
Administrator

CONCURRED:

  
ERNESTO N. PADRE  
Corporate Auditor

November 6, 1973