

Republika ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(National Irrigation Administration)
Gusaling A PC, Quezon Memorial Circle
Diliman, Lungsod ng Quezon

MC # 55 s. 1974

MEMORANDUM CIRCULAR

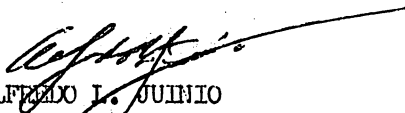
TO : ALL REGIONAL IRRIGATION ENGINEERS; PROVINCIAL IRRIGATION ENGINEERS; OFFICERS-IN-CHARGE OF PROVINCIAL IRRIGATION OFFICES AND ALL OTHERS CONCERNED
National Irrigation Administration

SUBJECT : Guidelines on the Rendering of Repair Assistance to Pump Recipients

In keeping with the spirit of PD-552 amending RA-3601, otherwise known as the NIA Charter and in order to ensure uniformity of action on requests for technical assistance made to this Agency by pump recipients, the following guidelines are prescribed:

- (1) The NIA shall supervise, free of charge, the installation of irrigation pumps purchased from this Agency.
- (2) The NIA, through its Provincial Irrigation Office, shall conduct in their respective provinces free routine check-up and servicing of irrigation pumps acquired from the NIA, including those purchased from the former ISU. The term "servicing" shall include observation tests; replacement of parts, minor repairs, adjustments and other such tasks that do not exceed one day's work.
- (3) The NIA shall render to pump recipients free technical assistance in the form of service and/or demonstration on the proper operation and maintenance of irrigation pumps.
- (4) The NIA shall assist the pump recipients, free of charge, in the identification of spare parts needed for the repair of their pump sets.
- (5) The NIA, however, shall bill the pump recipients for any service or assistance other than those mentioned above. Payment charges shall be in accordance with the following:
 - (a) Transportation and per diem of NIA personnel actually rendering the service; and
 - (b) Salary of personnel for the duration of the assistance starting on the second day of the service if the same covers more than one day. The salary of the NIA employee for the first day shall be borne by the NIA.

Strict compliance is enjoined.


ALFREDO L. QUINIO
Administrator

November 20, 1974