

Republika ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(National Irrigation Administration)
Lungsod ng Quezon

M.C. # 2, s. 1976

MEMORANDUM CIRCULAR

TO : THE ASSISTANT ADMINISTRATORS; HEADS OF ADMINISTRATIVE DEPARTMENT-/DIVISIONS; HEADS OF SPECIAL PROJECTS; REGIONAL IRRIGATION DIRECTORS; PROVINCIAL AND PROJECT IRRIGATION ENGINEERS; IRRIGATION SUPERINTENDENTS AND/OR OFFICERS-IN-CHARGE OF IRRIGATION SYSTEMS/OFFICES; AND ALL OTHERS CONCERNED
This Office

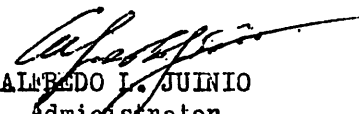
SUBJECT : Direct Transaction with the Civil Service Regional Offices on Matters of Daily Appointments

In order to facilitate action on appointments and in line with our policy of decentralization whenever practicable, all daily appointments shall be forwarded to the Civil Service Commission Regional Offices concerned for approval. Since the NIA regionalization pattern differs from that of the Civil Service Commission, appointments of personnel of NIA Offices with addresses indicated herein shall be forwarded by the Regional Irrigation Director or the authorized approving official in the case of Special Projects field offices to the Civil Service Regional Office under whose administrative coverage the province/city falls, as agreed upon by the Administrator and the Chairman of the Civil Service Commission.

For purposes of control and statistics, legible copies of daily appointments issued every month should be submitted to this Office, Attention: the Administrative Director or the Assistant Administrator for Special Projects, as the case may be, in bunch, with a covering master list (See Annex "A") not later than the fifteenth of the month following the period reported.

This Memorandum Circular takes effect immediately. All daily appointment of field offices received by this office or the Civil Service Commission at the time of this writing will be returned to the NIA Office of origin which in turn will forward same to the Civil Service Regional Office concerned.

Please be guided accordingly.


ALFREDO L. JUINIO
Administrator

16
January 25, 1976

Copy furnished:

The Assistant Commissioner

Encl. - Annex "A"

<u>NIA FIELD OFFICES</u> <u>(ADDRESSES)</u>	<u>CIVIL SERVICE</u> <u>REGIONAL OFFICES</u>	<u>ADDRESS</u>
Abra Benguet Ilocos Norte Ilocos Sur La Union Mt. Province Pangasinan	I	San Fernando, La Union
Batanes Cagayan Ifugao Isabela Kalinga-Apayat Nueva Vizcaya Quirino	II	Tuguegarao, Cagayan
Bataan Bulacan Pampanga Zambales Nueva Ecija Tarlac	III	San Fernando, Pampanga
Batangas Cavite Laguna Marinduque Quezon Rizal Romblon Palawan Aurora Sub-province Or. Mindoro Occ. Mindoro Greater Manila Area	IV	Ablaza Building, Quezon City
Albay Camarines Norte Camarines Sur Catanduanes Masbate Sorsogon	V	Legaspi City
Aklan Antique Capiz Iloilo Negros Occidental	VI	Iloilo City
Negros Oriental Bohol Cebu	VII	Cebu City
Leyte Norte Leyte Sur Eastern Samar Northern Samar Western Samar	VIII	Tacloban City

<u>NIA FIELD OFFICES</u> <u>(ADDRESSES)</u>	<u>CIVIL SERVICE</u> <u>REGIONAL OFFICES</u>	<u>ADDRESS</u>
Zamboanga del Norte Zamboanga del Sur Sulu Archipelago	IX	Zamboanga City
Misamis Oriental Camiguin Misamis Occidental Agusan del Norte Agusan del Sur Surigao del Norte Bukidnon	X	Cagayan de Oro City
Davao del Norte Davao del Sur Davao Oriental South Cotabato Surigao del Sur	XI	Davao City
Lanao del Norte Lanao del Sur North Cotabato Maguindanao Sultan Kudarat	XII	Cotabato City

Issued for the Month of _____

REGION _____

[illegible]

Regional Administrative Officer