



REPUBLIKA NG PILIPINAS

Pambansang Pangasiwaan ng Batubig

(NATIONAL IRRIGATION ADMINISTRATION)
LUNGED NG QUEZON

MC # 41, S. 1976

MEMORANDUM CIRCULAR

TO : THE ASSISTANT ADMINISTRATORS; HEADS OF DEPARTMENTS AND STAFFS; 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
National Irrigation Administration

SUBJECT : Restricting the Extension in the Service of Those Who Have Attained the Automatic and Compulsory Retirement Age of 65 Years per Memorandum Circular No. 918, dated June 25, 1976, of the Office of the President.

Quoted hereunder in full for the information and guidance of all concerned is Memorandum Circular No. 918 dated June 25, 1976, of the Office of the President, to wit:

"TANGGAPAN NG PANGULO NG PILIPINAS
(OFFICE OF THE PRESIDENT OF THE PHILIPPINES)

MEMORANDUM CIRCULAR NO. 918

RESTRICTING THE EXTENSION IN THE SERVICE OF THOSE WHO HAVE ATTAINED THE AUTOMATIC AND COMPULSORY RETIREMENT AGE OF 65 YEARS

It is now the policy of the President that the services of officials or employees who attain the compulsory retirement age of 65 years shall not be extended unless the extension of the services of these officials or employees are absolutely necessary in the interest of the public service.

This policy, however, shall not apply to the members of the Cabinet and undersecretaries of departments whose tenure of office is at the pleasure of the President.

In view of this policy, strict compliance of which should be observed, it is now desired that the reasons for the extension of the services of those officials and employees whose services have been extended be reviewed, and unless there is absolute necessity for their continuing in the service, they should now be retired.

Report of compliance with this policy
shall be submitted to this Office immediately.

By Authority of the President:

(SGD.) JACOBO C. CLAVE
Presidential Executive Assistant

Manila, June 25, 1976"

It is therefore directed that a review of the reasons for the retention of officers and employees in your respective jurisdiction, if there be any, who have attained the automatic and compulsory retirement age of 65 years, but have been retained in the service be undertaken based on the following guidelines:

1. The exigencies of the service so require that the officers or employees concerned be retained; and
2. They possess special qualifications not possessed by other officers or employees in the office where they are retained.

A report of such review should be submitted to the undersigned, Attention: The Director, Administrative Department, NIA Central Office, Epifanio delos Santos Avenue, Quezon City. For personnel of the Special Projects, the reports should be submitted to the Business Manager, Office of the Special Projects, same address. Such report should contain the name of the officer or employee concerned, his birthdate, age, educational qualifications, trainings, and experiences, designation and statements of duties performed.

Strict compliance is hereby enjoined.


ALFREDO L. JUINIO
Administrator

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July 27, 1976