

Republika ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(NATIONAL IRRIGATION ADMINISTRATION)
Epifanio delos Santos Avenue
Diliman, Quezon City

MC # 49-As. 1976

MEMORANDUM CIRCULAR

TO : The Assistant Administrators; Heads of
Departments and Staffs; Heads of Special
Projects; Regional Irrigation Directors;
Provincial Irrigation Engineers; Superintendents
of Irrigation Systems; Project Engineers
National Irrigation Administration

SUBJECT : Revision of the Salary Scale for Daily Positions
in the NIA Classification and Pay Plan

Pursuant to the approved NIA Supplemental Special Budget No. 2 for calendar year 1976, providing for a general increase of 12% of the base pay for daily positions in the NIA, it is hereby informed that the Salary Scale of NIA for daily positions as of July 1, 1976 is superseded by the Revised Salary Scale, attached as Annex "A", effective July 1, 1976.

✓ In this connection, you are hereby directed to adjust the daily rates of employees to the new daily rates in accordance with the Revised Salary Scale.

A. Guidelines:

The following guidelines in the implementation of the adjustment are hereby prescribed:

1. Daily wage employees from Grades I to III whose rates were revised per MC # 17-C, s. 1976 shall have their respective wages as of July 1, 1976 adjusted to the revised rates in Annex "A" effective July 1, 1976.
2. Daily wage employees from Grades IV to XI as of June 30, 1976 shall have their rates adjusted accordingly to the new rates of their respective grades effective July 1, 1976.
3. Daily wage employees employed or promoted after June 30, 1976 shall have their respective wages adjusted to the revised rate effective as of the date they were employed or promoted.
4. Employees whose daily rates have not as yet been adjusted to the first step of their respective grades by reason of a pending administrative case or non-performance of the substantial duties of their positions shall be given a 12% increase based on the actual rates they are presently receiving. Their daily rates shall be adjusted in accordance with the revised rates of their respective positions effective on the date they shall have been cleared of the administrative case, or on the date they assumed substantially the duties and responsibilities of their respective positions, but not earlier than July 1, 1976, as the case may be. (MC # 17-A, s. 1975, Nos. 1 and 2).

5. Hiring rates for daily wage employees shall be the revised first step of the Salary Scale of NIA.

B. Approving Official

NIA officials who have been delegated the authority to sign appointments for the Administrator are hereby authorized to sign accordingly the notices of wage adjustment within the limitations of their respective delegated authorities.

Field offices shall furnish the Central Office, care of the Administrative Director/Business Manager, with legible copies of the notices for post audit and appropriate corrections and refunds if found to be in error.

C. Payment of Wage Adjustment

The general rule is to charge the wage adjustment against the fund in which the basic pay is being charged. The wage adjustment of employees whose basic pay is paid from project funds shall likewise be charged against the same fund.

The Central Office will release the sub-allotment advice (Fund 501) for those whose basic pay is charged against the general Fund (Fund 101).

D. Responsibility of Approving Official

Approving officials shall be held responsible for any payment of wage adjustment which is not in accordance with this Circular.

E. Saving Clause

Cases not covered by this Circular shall be referred to the Administrator, Attn.: Administrative Director or Business Manager, as the case may be.

(Sgd) ALFREDO L. JUINIO
Administrator

Enclosures:

- Annex "A" - Revised Wage Scale of NIA
- Annex "B" - Notice of Salary Adjustment for Positions from Grades IV to XI
- Annex "C" - Notice of Salary Adjustment for Positions from Grades I to III

Copy furnished:

The Corporate Auditor

October 22, 1976

Revised Salary Scale of NIA
As of July 1, 1976

Salary Steps
(Pesos per Day)

SALARY GRADE	OLD RATE	1	2	3	4	5
			13.87 →			
1	11.67	13.07	13.85	14.68	15.31	16.43
2	12.37	13.85	14.68	✓ 15.31	16.43	17.55
3	13.11	14.68	15.31	16.43	17.55	18.67
4	13.67	15.31	16.43	17.55	18.67	19.97
5	14.67	16.43	17.55	18.67	19.97	21.47
6	15.67	17.55	18.67	19.97	21.47	22.96
7	17.83	19.97	21.47	22.96	24.45	26.13
8	20.50	22.96	24.45	26.13	28.-	29.87
9	23.33	26.13	28.-	29.87	32.11	34.35
10	26.67	29.87	32.11	34.35	36.59	39.20
11	30.67	34.35	36.59	39.20	42.-	44.80

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PANGKALANG PANGASINAN NG PATUBIG
(National Irrigation Administration)
Lungsod ng Quezon

NOTICE OF WAGE ADJUSTMENT

Date

Pursuant to Memorandum Circular No. 49-A s. 1976, the daily paid employees hereunder are hereby granted wage adjustments effective July 1, 1976

NAME	DESIGNATION	Actual Basic	Adjusted
		Rate Per Day As of June 30, 1976	Daily Wage Effective July 1, 1976

By Authority of the Administrator:

Copy furnished:

The Chairman, Civil Service Commission, Q.C.
The Administrative Director, NIA
The Finance Director, NIA
The Corporate Auditor, NIA

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The Chairman, Civil Service Commission, Q.C.
The Administrative Director, NIA
The Finance Director, NIA
The Corporate Auditor, NIA