

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

MC # 39, S. 1977

MEMORANDUM CIRCULAR

T O : ALL REGIONAL IRRIGATION DIRECTORS
PROVINCIAL IRRIGATION ENGINEERS
IRRIGATION SUPERINTENDENTS AND/OR
OFFICER IN CHARGE OF NATIONAL IRRIGATION SYSTEMS
AND ALL OTHERS CONCERNED
NATIONAL IRRIGATION ADMINISTRATION

SUBJECT : Motorcycle Allowance for Irrigation Technicians
and Pump Mechanics of Provincial Irrigation
Offices and Watermasters of National Irrigation Systems

As approved by the Administrator and duly noted by the Board of Directors during its 269th Regular Meeting, the following are the motorcycle allowances of the corresponding NIA personnel effective June 16, 1977:

1. Irrigation Technicians and Pump Mechanics of Provincial Irrigation Offices - P50 a month plus P0.06 per kilometer of official travel but not exceeding 1,000 kilometers per month.
2. Watermasters of National Irrigation Systems- P50 a month plus P0.06 per kilometer of official travel but not exceeding 500 kilometers per month. During irrigation fee collection peak periods which shall be designated by the Irrigation Superintendent/Officer In Charge, but not to exceed 4 months in a year, the ceiling for a watermaster who is a collection team leader or member will be increased to 1,000 kilometers per month.

Before claims for motorcycle allowance shall be entertained however, the Irrigation Technicians, Pump Mechanics or Watermasters must file with his Office, xerox copy of the current certificate of registration of the motorcycle showing his sole ownership of its vehicle.

Claims for motorcycle allowances shall also be supported with detailed daily statement of official travel which shall also indicate the kilometer of official travel. It is understood that official travel does not include travel from residence to office and back. The statement of official travel should also be consistent with the daily time records of irrigation technician and pump mechanics and the daily time sheets of watermasters.

Should verification by higher NIA Official of their time record and time sheets be found inconsistent, any over payment of the motorcycle allowance shall be the responsibilities of the approving official. This does not however, relieve the Irrigation Technician, Pump Mechanic and Watermaster concerned of his liability.

This supersedes all previously issued Memorandum Circulars granting allowance to watermasters and supervising watermasters of this Agency.

(SGD.) ALFREDO L. JUINIO
Administrator

July 19, 1977