

Republika ng Pilipinas  
Hambansang Pangasiwaan ng Patubig  
(NATIONAL IRRIGATION ADMINISTRATION)  
E. delos Santos Avenue, Quezon City

MC # 13 S. 1980

MEMORANDUM CIRCULAR

TO : THE ASSISTANT ADMINISTRATORS; HEADS OF DEPARTMENTS; REGIONAL IRRIGATION DIRECTORS; HEADS OF FOREIGN ASSISTED PROJECTS; PROVINCIAL IRRIGATION ENGINEERS; SUPERINTENDENTS OF IRRIGATION SYSTEMS; PROJECT ENGINEERS; OFFICERS-IN-CHARGE OF SYSTEMS/OFFICES/PROJECTS AND ALL OTHERS CONCERNED  
National Irrigation Administration

SUBJECT : Supplemental Guidelines to Memorandum Circular No. 71, s. 1979

As a supplement to Memorandum Circular No. 71, s. 1979 which provides for a ten per cent (10%) across-the-board salary/wage increase for NIA employees pending completion of the Compensation and Position Classification Plans for the Infrastructure/Utilities Group of Government-Owned or Controlled Corporations, Notices of Salary/Wage Adjustment shall now be issued to personnel who received the 10% increase, effective May 1, 1979.

Pursuant to Memorandum Circular No. 47, s. 1979, re-Delegation of Authority, the following officials are authorized to sign the notices of adjustment:

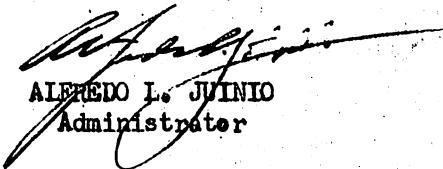
OFFICIALS

COVERAGE

- |                                                                    |                                                                                                                                                            |
|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Assistant Administrator                                         | - NSA of Central Office division chiefs under his jurisdiction as well as his designated Special Assistant, and other personnel directly under his Office. |
| 2. Department Director                                             | - NSA/NWA of personnel under his Department except Division Chiefs.                                                                                        |
| 3. Regional Irrigation Director/Project Manager/Operations Manager | - NSA/NWA of all personnel in his Region/Project.                                                                                                          |

Legible copies of Notices of Salary Adjustment arranged by Responsibility Centers, i.e., Provincial Irrigation Offices, Systems or Projects, as the case may be, with a covering master list shall be submitted to the Personnel Management Department, Attention: The Officer-In-Charge, for post audit and reference purposes.

For compliance.

  
ALFERDO L. JUINIO  
Administrator

Feb. 1, 1980  
December 27, 1979

Encl.: NSA/NWA Forms

Copy Furnished: The Corporate Auditor