

Republika ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(NATIONAL IRRIGATION ADMINISTRATION)
NIA Building Complex, Epifanio delos Santos Ave.
Diliman, Quezon City
Tel. Nos. 97-60-71 to 78



MC # 45, s. 1982

MEMORANDUM CIRCULAR

T O : THE ASSISTANT ADMINISTRATORS, HEADS OF DEPARTMENTS AND STAFFS, REGIONAL IRRIGATION DIRECTORS, PROJECT/OPERATION MANAGERS, PROVINCIAL IRRIGATION ENGINEERS, IRRIGATION SUPERINTENDENTS AND OFFICERS-IN-CHARGE OF SYSTEMS, CHIEF CORPORATE ACCOUNTANT AND REGIONAL/PROJECT ACCOUNTANTS AND ALL OTHERS CONCERNED
National Irrigation Administration

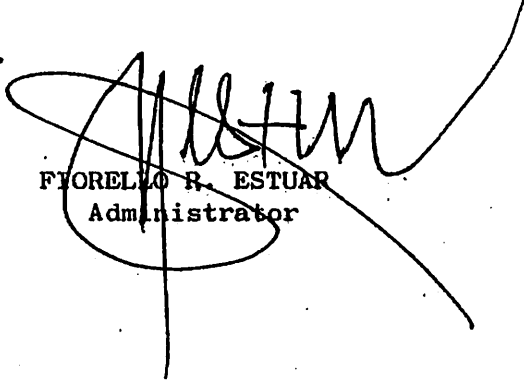
SUBJECT : COLLECTION OF UNPAID ACCOUNTS OF OFFICIALS AND EMPLOYEES FROM OTHER GOVERNMENT AGENCIES/OFFICES

We have been receiving reports that there are officials and employees of other government agencies/offices who have unpaid accounts to this agency, i.e. irrigation service fees, pump amortizations and other receivables.

In this connection and supplementary to Memorandum Circular #22, s. 1982 re: collection of unpaid accounts of NIA personnel, you are hereby directed to include in your campaign, if you have not yet done so, collection of unpaid accounts from all officials and employees of other government agencies/offices in your respective jurisdiction. A pro forma letter (Annex "A") and its enclosure (Annex "B") which shall be addressed to the head of the agency/office concerned in your respective areas maybe adopted or used as references.

Furthermore, you are hereby directed to submit to this office, Attn.: Treasury Department, semi-annual reports (Annexes "C" and "D") on the progress of collection of these accounts on or before December 31, 1982, and every six (6) months thereafter until all unpaid accounts shall have been fully settled to the satisfaction of the NIA.

Strict compliance hereof is hereby enjoined.


FIORELLO R. ESTUAR
Administrator

Aug. 3,
July 30, 1982

LIST OF GOVERNMENT OFFICIALS AND EMPLOYEES WITH OUTSTANDING OBLIGATION WITH
THE NATIONAL IRRIGATION ADMINISTRATION AS OF _____, 19__

System/PIO _____
Region/Project _____

A. Ministry of Agriculture

Outstanding Obligation As of _____, 19__
Irrigation Fees Pump Amortizations

Name of Official/Employee	Agency/Address	Kgs.	Peso Equivalent	Principal	Interest	Surcharge	Others (Specify)	Date of Last Payment	Total Amount Paid
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1.

2.

3.

4.

5.

B. Ministry of Finance

1.

2.

3.

4.

5.

NOTE: The amount of outstanding obligation is subject to adjustment/change without prior notice due to:
a) Interests/penalties/surcharges incurred on late payment; and
b) Peso equivalent is computed based on the prevailing government support price for palay at the time of payment.

LIST OF GOVERNMENT OFFICIALS AND EMPLOYEES WITH OUTSTANDING OBLIGATION WITH
THE NATIONAL IRRIGATION ADMINISTRATION AS OF _____, 19__

ANNEX "B"

System/PIO _____
Region/Project _____

A. Ministry of Agriculture

Name of Official/Employee	Agency/Address	Outstanding Obligation As of _____, 19__					Date of Last Payment	Total Amount Paid
		Irrigation Fees Kgs. Peso Equivalent	Pump Amortizations Principal	Interest	Surcharge	Others (Specify)		

1.

2.

3.

4.

5.

B. Ministry of Finance

1.

2.

3.

4.

5.

NOTE: The amount of outstanding obligation is subject to adjustment/change without prior notice due to:

a) Interests/penalties/surcharges incurred on late payment; and

b) Peso equivalent is computed based on the prevailing government support price for palay at the time of payment.

SEMI-ANNUAL PROGRESS REPORT ON IRRIGATION
 SERVICE FEE COLLECTION FROM OTHER GOVERNMENT AGENCIES/OPERATIONS CY 19__
 (Period Covered: _____)

Name of System: _____

Region/Project: _____

Official
 Name of Employee/
 Agency/Address

Lot No. & Location

Name & Address of Landowner
 if Leaseholder

Outstanding
 Accounts
 as of

Current
 Billings

Collection
 This Period

Bal. Receivables
 To date

T O T A L

PREPARED BY:

CERTIFIED CORRECT:

NOTED:

Billing/Accounting Clerk

Irrigation Superintendent

Regional Irrigation Director/
 Project/Operation Manager

Name of System: _____
Region/Project: _____



NOTED:

**Regional Irrigation Director/
Project/Operation Manager**

1. *Journal of the American Medical Association*, 1997; 277: 1039-1043.

NOTED:

Regional Irrigation Director

(Period Covered: _____)

_____ Region _____

[illegible]

CERTIFIED CORRECT:

NOTED:

Billing/Accounting Clerk

Provincial Irrigation Engineer

Regional Irrigation Director