

Republika Ng Pilipinas
PAMBANSANG PANGASIWAAN NG PATUBIG
(National Irrigation Administration)
Epifanio delos Santos Avenue
Quezon City

MC # 47 s. 1982

MEMORANDUM - CIRCULAR

TO : THE ASSISTANT ADMINISTRATORS, DEPARTMENT HEADS, REGIONAL IRRIGATION DIRECTORS, PROJECT/OPERATIONS MANAGERS, IRRIGATION SUPERINTENDENTS, PROVINCIAL IRRIGATION ENGINEERS, AND ALL OTHERS, CONCERNED.

SUBJECT : CURRENT OPERATING BUDGET ESTIMATES FOR CY 1983.

This circular prescribes the Current Operating Budget form for Calendar Year 1983 which requires the following informations:

1. Actual income and expenses for the first semester ending June 30, 1982.
2. Estimated income and expenses for the second semester ending December 31, 1982, and
3. Estimated income and expenses for the Calendar Year 1983.

For the Central Office, each department head shall submit to the Controllorship Department one (1) copy of the consolidated department budget estimate including the individual estimates of the divisions.

The offices of the Administrator, Assistant Administrators, Corporate Board Secretary and other Staffs/Offices not affiliated with departments shall likewise submit their own budget.

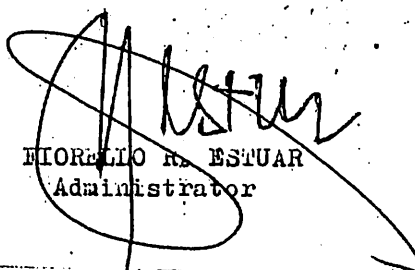
For field offices, budget estimates of Regional Offices, Provincial Irrigation Offices and Irrigation Systems shall be consolidated and summarized in the Regional Office and one (1) copy submitted to the Controllorship Department.

The UPRIIS and other Systems and PIO's under the jurisdiction of Project Managers of Special Projects shall submit their estimates directly to the Central Office.

National Irrigation Systems, including Districts I, II, III and IV of UPRIIS shall submit separately an extra copy of their estimates to the Systems Management Department.

Deadline for submission is September 30, 1982.

For Compliance.


FLORENTINO R. ESTUAR
Administrator

DATE: Aug 17, 1982

CURRENT OPERATING BUDGET CY 1983
(Rounded to the Nearest Peso)

P A R T I C U L A R S	1st & 2nd Qtr.	3rd & 4th Qtr.	BUDGET YEAR-1983
	1982 ACTUAL	1982 ESTIMATE	ESTIMATE
I-INCOME;			
1. Irrigation Fees			
2. Pump Amortization			
3. Equipment Rental			
4. CIP Amortization			
5. OTHERS (Specify)			
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.....			
TOTAL INCOME - - - - -	P	P	P
II-EXPENSES;			
A. Personal Services;			
1. Salaries & Wages			
2. GSIS (9½%) & PAGIBIG (3%)			
3. COLA			
4. Amelioration Allowance			
5. 13th Month Pay			
6. Contractual Services			
SUB-TOTAL-Personal Services - - -	P	P	P
B. Maintenance & Other Expenses;			
1. Traveling Expenses			
2. Supplies & Materials			
3. Auditing Services			
4. Equipment Repairs/Spare Parts			
5. Research & Development			
6. Demonstration/Pilot Farms			
7. Manpower/Scholarship			
8. Collection Expenses			
9. Agri-business Expenses			
10. Furniture & Equipment			
11. Water, Illumination & Power			
12. Gas & Oil-Vehicles			
13. Power-Irrigation Pumps			
14. Communication Expenses			
15. Rents			
16. Representation Allowance			
17. Uniform Allowance			
18. Motorcycle Allowance			
19. Collection Bonus			
20. Insurance-Buildings			
21. Ins. & Registration-Vehicles			
22. OTHERS (Specify)			
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SUB-TOTAL- M & O Expenses - - -	P	P	P
TOTAL EXPENSES - - - - -	P	P	P

PREPARED BY:

SUBMITTED BY:
