

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

MC # 017, S. 1988

MEMORANDUM CIRCULAR

TO : The Assistant Administrators, Heads of Departments, Staff, Regional Irrigation Managers, Project/Operations Managers, Provincial Irrigation Engineers, Irrigation Superintendents and Officers-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 AND WATER MANAGEMENT TECHNICIANS OF NATIONAL IRRIGATION SYSTEMS AND OTHER DEPUTIZED COLLECTORS

It has been observed that the amount of motorcycle allowance provided for Irrigation Technicians and Pump Mechanics of Provincial Irrigation Offices and Watermasters and Water Management Technicians of National Irrigation Systems as approved by the Administrator and duly noted by the Board of Directors under MC #84, S. 1980 is at present no longer realistic due to the escalation in the prices of gasoline and spare parts.

In order to meet the required motorcycle allowance of aforesaid personnel, MC #84, S. 1980 is hereby amended pursuant to Resolution No. 5483-88 which was adopted by the NIA Board during its 513th Regular Meeting on February 8, 1988 as follows:

1. For Irrigation Technicians and Pump Mechanics of Provincial Irrigation Offices and Watermasters and Water Management Technicians of National Irrigation Systems-P180.00 a month plus P0.12 per kilometer of official travel but not exceeding 850 kilometers per month.
2. For Deputized Collectors of National Irrigation Systems-P180.00 a month plus P0.12 per kilometer of official travel but not exceeding 850 kilometers per month during the peak of irrigation fee collection periods which shall be designated by the Irrigation Superintendent/Officer-In-Charge, but not to exceed 4 months in a year.

Before claims for motorcycle allowance could be availed of, the Irrigation Technicians, Pump Mechanics, Watermasters, Water Management Technicians or Deputized Collectors must file with his Office, xerox copy of the current certificate of registration of the motorcycle showing sole ownership of the vehicle.

Claims for motorcycle allowance shall also be supported with detailed daily statement of official travel indicating therein the kilometer of official travel undertaken. It is understood that official travel does not include travel from residence to office and back. The statement of official travel should be consistent with the daily time records of Irrigation Technicians and Pump Mechanics and the daily time sheets of the Watermasters, Water Management Technicians and Deputized Collectors.

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

The grant of the increased motorcycle allowance shall be implemented effective January 1, 1988.

This supersedes all previously issued Memorandum Circulars (i.e. MC # 15, s. '69; MC #15-A, s. '69; MC # 39, s. '77 and MC # 84, s. '80) granting motorcycle allowance to Watermasters, Supervising Watermasters, Irrigation Technicians and Pump Mechanics of this Agency.

Please be guided accordingly.

(SGD.) FEDERICO N. ALDAY, JR.  
Administrator

signed 4/7/88