

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

MC # 4, s. 1997

MEMORANDUM CIRCULAR

TO : THE DEPUTY ADMINISTRATOR; ASSISTANT ADMINISTRATORS;
HEADS OF DEPARTMENTS AND STAFFS; REGIONAL IRRIGATION
MANAGERS; OPERATIONS MANAGERS; PROVINCIAL IRRIGATION
OFFICERS; IRRIGATION SUPERINTENDENTS; AND ALL OTHERS
CONCERNED

National Irrigation Administration

SUBJECT : AMENDMENTS TO MERIT PROMOTION PLAN

This Memorandum Circular amends, supersedes and modifies the provisions in our Agency's Merit Promotion Plan established pursuant to Memorandum Circular No. 40, s. 1991 pertaining to the composition of the Selection Board in the field offices.

Henceforth, Section IV.5.B shall read as follows:

Section IV.5.B Regional Office

1. For positions up to Grade 20 except heads of Offices (PIE/IS)

- a) Manager, Administrative Division - Chairman

If the vacancy is in the Administrative Division, the Manager of the Engineering Division shall act as Chairman.

- b) Two representatives of the rank and file employees, one from the first level and one from the 2nd level who shall both be chosen by the duly accredited employee association in the Region. The former shall sit during the screening of candidates for vacancies in the first level, while the latter shall participate in the screening of candidates for vacancies in the second level.

In case there is no accredited employee association in the Region, the representatives shall be chosen at large by the employees through a general election to be called for the purpose.

- c) The Chief or representative of the organizational unit where the vacancy is.
- 2) For PIE/IS positions; for positions Grades 21 and above
- a) Regional Irrigation Manager - Chairman
 - b) Representative of the rank and file from the second level who shall be chosen by the duly accredited employee association in the Region (same procedure as in 1b).
 - c) The Chief or representative of the organizational unit where the vacancy is.

Be guided accordingly.


RODOLFO C. UNDAN
Administrator

31 January 1997