

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

MC # 11, s. 1998

MEMORANDUM CIRCULAR

TO : Deputy Administrator, Assistant Administrators,  
Department Managers, Regional Managers, Operation/  
Project Managers, Provincial Irrigation Officers,  
Irrigation Superintendents, and All Others Concerned

SUBJECT : Operations and Maintenance Positions Affected by the Turnover  
of National Irrigation Systems to Irrigators Associations

The expansion program and present thrusts of the Agency for greater participation of Irrigators Associations in the operation and maintenance of National Irrigation Systems will eventually lead to the complete turnover of these systems to the Irrigators Associations.

As a consequence, some existing Operations and Maintenance (O & M) positions tend to become superfluous and may no longer be deemed necessary.

The present policy is to allow these positions to fade out from our organization through natural attrition instead of outright abolition or phasing out.

In this connection, in order to avoid dislocation of present incumbents, the following guidelines shall be adopted:

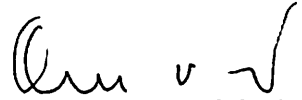
- a) Whenever feasible, employees who are adversely affected by the Irrigators Associations expansion program shall be transferred or reassigned to other positions in your Region.
- b) Filling of O & M positions shall be done judiciously in order to avoid future problems of dislocation. Only vital positions shall be filled so as not to impair or adversely affect the operations of the Agency.
- c) In filling vacant positions of other organizational units, priority shall be given to employees in the systems which have been turned over to the IAs, other things being equal.

- d) Those who opt to retire shall be given the corresponding benefits pursuant to existing rules and regulations. As mandated by existing pertinent laws, employees who have rendered at least twenty (20) years of government service are eligible for retirement benefits.

Names of prospective retirees shall be submitted to the Budget Division, Central Office, for inclusion in the NIA request for retirement gratuity subsidy from the Department of Budget and Management (DBM). In the absence of DBM subsidy, gratuity shall be sourced from internally generated funds. Hence, the amount of retirement gratuity must be included in the proposed budget for the year.

For those who are short of the minimum service requirement (less 20 years of service), a request for authority to compensate them with an incentive of one month salary for every year of service in the government shall be submitted to the DBM for approval, chargeable to COB.

This Memorandum Circular takes effect immediately. Be guided accordingly.

  
ORLANDO V. SORIANO  
Administrator

23 March, 1998