

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

M.C. No. 13 s. 1998

MEMORANDUM CIRCULAR

TO : THE DEPUTY ADMINISTRATOR, ASSISTANT ADMINISTRATORS,
DEPARTMENT MANAGERS, REGIONAL/OPERATIONS/PROJECT
MANAGERS, IRRIGATION SUPERINTENDENTS, PROVINCIAL
IRRIGATION OFFICERS and All Others Concerned
This Agency

SUBJECT: **THE 1998 AWARDS FOR OUTSTANDING PUBLIC SERVICE**

The Civil Service Commission in a letter dated February 5, 1998 has launched the annual Search for the 1997 Most Outstanding Public Officials/Employees by way of recognizing outstanding performance and exemplary behavior in the government service.

The following criteria shall govern in the conferment of the award for outstanding work performance.

1. **Presidential or Lingkod Bayan Award** - conferred to an individual for consistent dedicated performance exemplifying the best in any of the professions or occupations resulting in the successful implementation of an idea or performance which is of significant effect to the public or principally affects the national interest, security and patrimony.

2. **Civil Service Commission or Pagasa Award** - conferred to a team or a group of individuals who have demonstrated outstanding teamwork and cooperation which resulted in the successful achievement of its goals and greatly improved/facilitated the delivery of public service, effected economy in operations, improved working conditions or otherwise benefited the government.

The following criteria shall govern in the conferment of the awards for exemplary behavior:

1. **Outstanding Public Officials and Employees Award or Dangal ng Bayan Award** - granted to all officials and employees in the government who have demonstrated exemplary service and behavior on the basis of their observance of one or more of the following norms of conduct:

- Commitment to public interest
- Professionalism
- Justness and sincerity
- Political neutrality
- Responsiveness to the public
- Nationalism
- Commitment to democracy
- Simple living

Nominations for the most outstanding individuals or group/team (Lingkod Bayan Award and Pag-asa Award) shall be submitted as follows:

1. The immediate supervisor, his/her co-worker or any private person or organization may nominate a public official/employee or group/team.
2. Nominations should be submitted in the prescribed form to the Central Office Suggestions and Incentive Awards Committee (SIAC) for evaluation.
3. NIA shall then evaluate and forward the nominations duly signed by the Chairman of the SIAC and approved/endorsed by the Administrator to the Civil Service Commission.


Nominations for the Dangal ng Bayan Award may be submitted directly to the Civil Service Commission.

Field Offices may secure the nomination forms from the nearest Civil Service Office in their respective regions/provinces.

All nominations shall be submitted to the Secretariat, Committee on Awards, Civil Service Commission (CSC), Constitution Hills, Diliman, Quezon City, or to any of the CSC Regional/Provincial/Field offices.

The cut-off date for inclusion of nominations for the 1998 Awards is May 15, 1998 as established by the Civil Service Commission. Accordingly, nominations from the Field Offices should be submitted to the Administrator (Attn.: The Assistant Administrator for Administrative Services) on or before May 1, 1998. These nominations shall serve as the basis for evaluation of the NIA Model Employee for 1997.

Be guided accordingly.


ORLANDO V. SORIANO
 Administrator

1998 April 8